

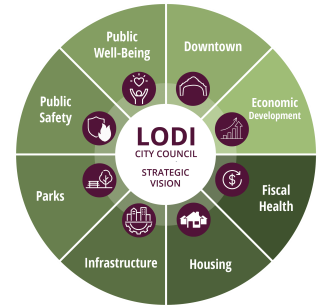


# LODI CITY COUNCIL - SPECIAL

Carnegie Forum  
305 W. Pine Street

**AGENDA - Special Meeting**  
Date: April 1, 2025  
Time: 4:00 p.m.

Mayor Cameron Bregman  
Mayor Pro Tempore Ramon Yopez  
Councilmember Lisa Craig-Hensley  
Councilmember Mikey Hothi  
Councilmember Alan Nakanishi



### Notice Regarding Public Comments

Public Comment may be submitted in the following ways:

- In-person
- Email – councilcomments@lodi.gov
  - > Received no later than two hours prior to the meeting
- Mail – City Clerk’s Office, P.O. Box 3006, Lodi, CA 95241
- Hand delivered to: City Clerk’s Office, 221 W. Pine Street, Lodi, CA 95240
  - > Received no later than two hours prior to the meeting

Public comment received via email, mail, or hand delivery will be provided to the City Council and included in the official minutes record of the meeting, but will not be read aloud at the meeting.

**A. Call to Order / Roll Call**

**B. Regular Calendar**

- B.1** Receive Report for Consideration of a Future Action to Approve Fiscal Year 2024-25 Mid-Year Budget Adjustments; Add One Administrative Services Director/Chief Financial Officer Position, Two New Customer Service Representative Positions, One Budget Analyst Position, Two Associate Planners and a Program Coordinator (Rental Coordinator) Position; and Reclassify a Transit Planner Position, Human Resources Manager Position, and Information Technology Manager Position (ISD-BUD)

**Attachments:** [Attachment 1 - 36 CIP PWST-0025 Traffic Signal Maintenance](#)  
[Attachment 2 - 43 CIP EUCP-21002 12KV Overhead](#)  
[Attachment 3 - 44 CIP EUCP-21006 12KV Underground](#)  
[Attachment 4 - 45 CIP EUCP-21001 Streetlight Maintenance](#)  
[Attachment 5 - 47 CIP EUCP-21010 230KV Interconnection](#)  
[Attachment 6 - 76 CIP PWWA-0052 PCE TCE Oversight](#)  
[Attachment 7 - 123 CIP EUCP-21009 Substation Load Tap Changer](#)  
[Attachment 8 - 196 CIP EUCP-22005 Substation Relay Modernization](#)  
[Attachment 9 - 197 CIP EUCP-22004 Henning Getaway Project](#)  
[Attachment 10 - 245 CIP EUCP-23001 Substation Maintenance](#)  
[Attachment 11 - 280 CIP EUCP-23002 CDWR Natural Gas Plant](#)  
[Attachment 12 - 296 CIP EUCP-24001 60 kV Breaker Upgrades and Replacements](#)  
[Attachment 13 - 304 GFPC-25001 Citywide Space Planning Service](#)  
[Attachment 14 - 315 CIP EUCP-24004 Killelea 1211 Reconductor](#)  
[Attachment 15 - 318 EUCP-25001 LEU Operations Video Wall](#)  
[Attachment 16 - 320 EUCP-25003 Online Transformer Monitoring](#)  
[Attachment 17 - 321 EUCP-25004 Westgate Substation Pole Placement](#)  
[Attachment 18 - Exhibit A](#)

**B.2** Receive and File a Verbal Report on the Finance Divisions Observations (CM)

### **C. Adjournment**

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 24 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

\_\_\_\_\_  
 Olivia Nashed  
 City Clerk

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*All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the Office of the City Clerk, located at 221 W. Pine Street, Lodi, and are available for public inspection. Agendas and staff reports are also posted on the City's website at [www.lodi.gov](http://www.lodi.gov). If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation contact the City Clerk's Office as soon as possible and at least 24 hours prior to the meeting date. Language interpreter requests must be received at least 24 hours in advance of the meeting to help ensure availability. Contact Olivia Nashed at (209) 333-6702. Solicitudes de interpretación de idiomas deben ser recibidas por lo menos con 24 horas de anticipación a la reunión para ayudar a asegurar la disponibilidad. Llame a Olivia Nashed (209) 333-6702.*

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**COUNCIL COMMUNICATION**

**AGENDA TITLE:**

Receive Report for Consideration of a Future Action to Approve Fiscal Year 2024-25 Mid-Year Budget Adjustments; Add One Administrative Services Director/Chief Financial Officer Position, Two New Customer Service Representative Positions, One Budget Analyst Position, Two Associate Planners and a Program Coordinator (Rental Coordinator) Position; and Reclassify a Transit Planner Position, Human Resources Manager Position, and Information Technology Manager Position (ISD-BUD)

**MEETING DATE:**

April 1, 2025

**PREPARED BY:**

Jennelle Baker, Budget Manager

**RECOMMENDED ACTION:**

Receive a report for consideration of a future action to approve Fiscal Year 2024-25 Mid-Year Budget Adjustments; add one Administrative Services Director/Chief Financial Officer Position, two Customer Service Representative Positions, One Budget Analyst Position, two Associate Planners and a Program Coordinator (Rental Coordinator) Position; and reclassify a Transit Planner Position, Human Resources Manager Position, and Information Technology Manager Position.

**SUMMARY:**

The Mid-Year Budget update will be presented in a study session for City Council consideration, and brought back to a regular meeting in April for action.

Each year, the City of Lodi prepares a Mid-Year Budget update recommending changes in appropriations to continue operations and projects during the year. The report below summaries where we began the fiscal year with the adopted budget, discusses a number of revisions that were made and then provides detail about recommended changes. The recommended updates to the Fiscal Year 2024-25 Budget include updates to revenue estimates based on best available information.

There are several changes to expenditures that include public safety overtime and capital expenditures. General Fund appropriation increases are offset by transfers in from other funds for appropriate cost allocation. The mid-year budget adjustments are recommended to ensure the efficient stewardship of public resources and make prudent investments in the future of Lodi. Staff recommends additional positions and position changes to address significant internal control issues disclosed in prior City Council meetings. Restoring internal controls and addressing existing deficiencies will provide improved stewardship. Investments in Lodi’s future include the allocation of funds to prepare a comprehensive General Plan update and the addition of two Planner positions in Community Development to accommodate anticipated growth.

The recommended changes are built into the City’s updated Long-Range Financial Forecast, which shows that the City General Fund remains balanced through 2034.

**BACKGROUND INFORMATION:**

# COUNCIL COMMUNICATION

The City Council adopted the Fiscal Year 2024-25 Budget on June 20, 2024 (Resolution 2024-113). The Budget sets the priorities for funding services within the City of Lodi for the fiscal year. The General Fund adopted Budget for FY 2-24-25 was balanced at \$83,606,240 estimated revenue and expenses with a Citywide budget of \$286,876,515 estimated revenue and \$276,676,890 estimated expenses. However, the adopted budget forecast an ongoing structural deficit of more than \$6 million over the ensuing five years.

The 2023-24 audit is now finalized, the unrestricted fund balance on June 30, 2024 is expected to increase by \$2.36 million. Of this amount, \$1 million was already included in the presentation of the Long-Range Financial Forecast that Council received on February 26, 2025. The increase of \$1.36 million is included in the updated Long-Range Financial Forecast. Although the City Treasurer has the authority to redirect these funds to the Pension Trust, this action will be considered later as part of a review of the Annual Comprehensive Financial Report. No action is recommended for the ending fund balance at this time. The fiscal year 2023-24 audit was completed and final numbers were submitted to the State Controller by the extended due date of March 31, 2025. The Annual Comprehensive Financial Report will be compiled and presented to Council in the coming weeks.

This information from the adopted budget is shown in Table 1:

<b>Table 1</b>			
<b>City of Lodi Fiscal Year 2023-24 Ending Balance and 2024-25 Adopted Budget</b>			
	General Fund	All Other	
	Adopted	Funds	
	<u>FY24 /25</u>	<u>FY24/25</u>	<u>Total</u>
Beginning Fund Balance	25,856,743	114,766,510	140,623,253
Revenues	83,606,240	203,270,275	286,876,515
Expenditures	83,606,240	193,070,650	276,676,890
Net Difference	0	10,199,625	10,199,625
Restricted Fund Balance	18,657,876	0	18,657,876
Ending Fund Balance	7,198,867	124,966,135	132,165,002

After the adoption of the budget, several revisions are made in accordance with the approved Budget and Fiscal Policies. These adjustments include items in progress from the previous fiscal year that “roll forward” to continue work and Council approved adjustments that occurred earlier in the fiscal year.

The current fiscal year 2024-25 General Fund revised revenue budget is \$90,032,933. This is due to two items. The first item is an increase of \$6.42 million for the carryover of remaining American Rescue Plan Act (ARPA) Capital revenue. The ARPA funds are one-time funds approved on March 2, 2022, (Resolution 2022-63). Remaining funds can be re-appropriated per the Budget and Fiscal Policies until project completion. The second item is an additional \$5,000, representing an appropriation of a donation from the Lodi Fire Foundation (Resolution 2024-191 approved on November 20, 2024).

The original and revised fiscal year General Fund 2024-25 revenue budget is shown below:

# COUNCIL COMMUNICATION

<b>Table 2</b>			
<b>Revenue Category</b>	<b>2025 Adopted Budget</b>	<b>2025 Revised Budget</b>	<b>Delta</b>
<b>Interfund Credit</b>	9,981,830	9,981,830	0
<b>Taxes</b>	55,484,780	55,484,780	0
<b>Licenses &amp; Permits</b>	78,990	78,990	0
<b>Fines/Forfeits &amp; Penalties</b>	1,112,720	1,112,720	0
<b>From Use of Money/Investment</b>	4,618,200	4,618,200	0
<b>Miscellaneous Revenue</b>	849,210	849,210	0
<b>Intergovernmental</b>	9,220,800	9,220,800	0
<b>Charges for Services</b>	2,259,710	2,264,710	5,000
<b>ARPA</b>	0	6,421,693	6,421,693
<b>Grand Total</b>	<b>83,606,240</b>	<b>90,032,933</b>	<b>6,426,693</b>

The current revised expense budget is \$91,681,233, an increase of approximately \$8.1 million. The revisions consist of:

- Carryover of remaining American Rescue Plan Act (ARPA) Capital expense in the amount of \$6,421,693. The ARPA funds are one-time funds approved on March 2, 2022, (Resolution 2022-63) and are allowed per the Budget and Fiscal Policies to carry forward until project completion;
- Carryover of \$100,000 in one-time funds for the Economic Development Strategic Plan approved June 5, 2024 under Resolution 2024-112 budgeted within the City Manager - Economic Development budget;
- Carryover of \$750,000 in one-time funds for the Downtown Specific Plan budgeted within the Non-Departmental budget;
- Carryover of \$702,300 for the Assistance to Firefighters Grant award for paramedic training and overtime (Resolution 2023-02 approved on January 4, 2023);
- Appropriation of funds for a donation of \$5,000 from the Lodi Fire Foundation in accordance of Resolution 2024-191 approved on November 20, 2024;
- Carryover of \$78,000 for ARMIS Essential Asset Vulnerability Management in the Internal Services - Information Technology budget (Resolution 2024-77 approved on May 15, 2024); and
- Carryover of \$18,000 for security cameras at Hutchins Street Square budgeted in the Internal Services - Information Technology budget (Resolution 2024-75 approved on May 15, 2024).

Other budget revisions were made under the City Manager’s Budget and Fiscal Policies authority between General Fund accounts to cover contractor costs with Baker Tilly and to move postage costs from Non-Departmental to Internal Services - Revenue where the current contract is managed.

The original and revised fiscal year 2024-25 expense budget is shown in Table 3 below:

# COUNCIL COMMUNICATION

<b>Table 3</b>			
<b>Department</b>	<b>FY 24/25 Adopted Budget</b>	<b>FY 24/25 Revised Budget</b>	<b>Delta</b>
<b>City Attorney</b>	1,323,130	1,323,130	0
<b>City Clerk</b>	778,110	778,110	0
<b>City Manager</b>	1,864,000	2,007,900	143,900
<b>Community Improvement</b>	511,660	511,660	0
<b>Fire</b>	18,038,330	18,745,630	707,300
<b>Internal Services</b>	7,436,340	7,836,440	400,100
<b>Library</b>	98,970	98,970	0
<b>Non-Departmental</b>	16,916,120	17,318,120	402,000
<b>Police</b>	31,323,700	31,323,700	0
<b>Public Works</b>	4,331,080	4,331,080	0
<b>Community Facilities District</b>	984,800	984,800	0
<b>ARPA</b>	0	6,421,693	6,421,693
<b>Grand Total</b>	<b>83,606,240</b>	<b>91,681,233</b>	<b>8,074,993</b>

## Indirect Cost Allocation

Cost allocations are included in the fiscal year 2024-25 mid-year recommended budget projection. Cost allocation was not done at mid-year in past years, even when allowable expenses were incurred. When appropriate cost allocation is not included, the General Fund bears a disproportionate share of the cost of enterprise and other activities.

Cities conduct cost allocation to fairly distribute indirect costs across programs, ensuring financial transparency, budget efficiency, and maximum reimbursement from grants. Indirect costs consist of services shared by all departments and include functions such as Human Resources, Payroll, Information Technology and much more. While the City's current plan provides for cost allocation during the annual budget process, it is equally important for mid-year appropriations to be cost allocated to prevent budget imbalances and ensure accurate cost distribution. When cost allocation is not applied, the General Fund subsidizes the Enterprise Funds by absorbing actual costs of doing business that are directly attributable to other funds and places additional strain on the City General Fund. The current average Citywide cost allocation is 31% General Fund and 69% all other funds, and the proposed adjustments account for these allocation percentages.

## Mid-Year Budget

The review this year was delayed due to the lack of closed and audited numbers from the prior fiscal year. Below is a discussion of the recommended budget adjustments and staffing changes. The FY 2023-24 is now closed and the audit is complete.

## Mid-Year General Fund Revenues

General Fund revenues are currently estimated to exceed the original projection by \$2.53 million, primarily due to interest income that was not included in the original adopted budget, an increase in property tax revenue, and a one-time true-up of the lease agreement rent with the Judicial Council of California for the 215 West Elm Street Lodi Branch Court. The latest projections from HdL, the City's sales tax consultant, indicate a decrease of \$1.2 million in sales taxes revenue compared to the 2023 fourth quarter HdL projection originally used for budget adoption.

# COUNCIL COMMUNICATION

The revised budget estimated General Fund revenue at \$90,032,933. The mid-year revenue projection is \$92,566,211, representing an increase in revenue of \$2.53 million. The Table 4 below shows General Fund revenue projections for the categories with mid-year adjustments compared to the revised budget.

<b>Table 4</b>				
<b>Revenue Category</b>	<b>2025 Adopted Budget</b>	<b>2025 Revised Budget</b>	<b>Mid-Year Recommended</b>	<b>Delta</b>
<b>Interfund Credit</b>	9,981,830	9,981,830	10,579,698	597,868
<b>Taxes</b>	55,484,780	55,484,780	54,943,650	-541,130
<b>Licenses &amp; Permits</b>	78,990	78,990	78,990	0
<b>Fines/Forfeits &amp; Penalties</b>	1,112,720	1,112,720	1,112,720	0
<b>From Use of Money/Investment</b>	4,618,200	4,618,200	6,863,080	2,244,880
<b>Miscellaneous Revenue</b>	849,210	849,210	1,080,870	231,660
<b>Intergovernmental</b>	9,220,800	9,220,800	9,220,800	0
<b>Charges for Services</b>	2,259,710	2,264,710	2,264,710	0
<b>ARPA</b>	0	6,421,693	0	0
<b>Grand Total</b>	83,606,240	90,032,933	92,566,211	2,533,278

## Mid-Year General Fund Expenditures

The overall General Fund expenses are projected to be \$1.15 million higher than the current revised budget of \$91,681,233, for a total General Fund appropriation of \$92,831,052. This increase is offset by a transfer in from other funds of \$597,868 for allowable cost allocation for a net General Fund impact of \$551,951. The expenditure increases are due primarily to Public Safety Overtime and new recommended positions. A large portion of the increase is due to the Fire Department sending staff out on Strike Team assignments to assist other governmental agencies where the cost is fully-reimbursable. The table below shows the General Fund expenditure projections by department. The Mid-Year Projection column incorporates the recommended adjustments. The new positions are detailed below in Table 10a.



# COUNCIL COMMUNICATION

Department	FY 24/25 Adopted Budget	FY 24/25 Revised Budget	FY 24/25 Mid-Year Recommended	Delta
City Attorney	1,323,130	1,323,130	1,323,130	0
City Clerk	778,110	778,110	778,110	0
City Manager	1,864,000	2,007,900	2,128,726	120,826
Community Improvement	511,660	511,660	511,660	0
Fire	18,038,330	18,745,630	19,187,580	441,950
Internal Services	7,436,340	7,836,440	8,299,683	463,243
Library	98,970	98,970	98,970	0
Non-Departmental	16,916,120	17,318,120	17,331,920	13,800
Police	31,323,700	31,323,700	31,433,700	110,000
Public Works	4,331,080	4,331,080	4,331,080	0
Community Facilities District	984,800	984,800	984,800	0
ARPA	0	6,421,693	6,421,693	0
<b>Grand Total</b>	<b>83,606,240</b>	<b>91,681,233</b>	<b>92,831,052</b>	<b>1,149,819</b>

## Mid-Year General Fund Capital

One General Fund Capital project contract was awarded on March 6, 2025 for Citywide Space Planning and Architectural Services in the amount of \$179,824 and had a budgeted amount of \$250,000. The savings from this project are recommended to be set aside in the General Fund balance. The Risk Division will seek proposals for a City-Wide Facility Safety Assessment. This assessment is important to ensure that buildings are safe for the City employees and community members. When the professional services agreement for these services is brought forward for approval, Council will be asked to appropriate these and likely additional funds for that purpose. The reduction to the Capital project is shown in Table 6.

General Fund Capital Project Requests	Amount
City-Wide Space Planning Architectural Service	(70,176)

## Electric Utility

The Electric Utility (EU) projects an overall expenditure decrease of \$3.29 million, primarily related to power supply cost reductions, offset by labor cost increases which include the recently approved salary changes as a result of successful contract negotiations with IBEW. Power supply costs were impacted by more favorable hydrological conditions, combined with lower and less volatile market energy prices. The net decrease in EU's operating expenses is \$2.85 million combined with a net decrease of \$437,105 in capital projects (Table 7 below) representing the total EU expenditure decrease of \$3.29 million. The Capital request forms are attached.

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<b>Electric Utility Capital Project Requests</b>	<b>Amount</b>
12KV Overhead	150,000
12kV Underground	100,000
Streetlight Maint	(50,000)
230KV Interconnection	(468,500)
Substation Load Tap Chngr	(50,000)
Substation Relay Modernation	266,000
Henning Getaway Project	300,000
Substation Intrusive Maintenance Work	207,500
St of CA, Natural Gas Power Plant	(484,103)
61 kv Breaker Upgrades and Replace	80,000
Killelea Reconductor	(350,000)
LEU Operations Video Wall	(50,000)
Online Transformer Monitoring Project	15,000
Westgate Substation Pole Placement	(150,000)
Substation Maintenance	47,000
	(437,105)

## Public Works

Staff recommends an increase of \$424,000 in capital projects as indicated in Table 8 below. Funding for these projects is derived from fund balance from Water PCE/TCE and Streets. The Capital request forms are attached:

<b>Public Works Capital Project Requests</b>	<b>Amount</b>
PCE/TCE Oversight	215,000
Signal Preventative Maintenance	160,000
Streets Project Planning	49,000
	424,000

## Additional Mid-Year Adjustments

Enterprise and Special Funds are recommended to be adjusted according to the list below. Community Development recommends an appropriation increase of \$1,838,816 to fund a Comprehensive General Plan update and two new planner positions. Fire is allocating funds from the Equipment Replacement Fund for new treadmills, and Police are allocating funds from the Vehicle Replacement Fund for outfitting of a new vehicle. EU appropriations are included in their overall budget changes mentioned above and will be used to fund its share of the recommended new positions, in accordance with the citywide cost allocation plan for services received by EU from the various Administrative Services Divisions. The recommended adjustments include appropriate proportional funding in accordance with the cost allocation plan for CDD, Library, PRCS, Streets, Transit, Wastewater, and the Water Utility.

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## COUNCIL COMMUNICATION

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<b>Department</b>	<b>Appropriation Adjustment</b>
CDD	1,838,811
EU	231,311
Fire	18,000
Library	17,126
Police	60,000
PRCS	85,403
Streets	33,387
Transit	19,707
Wastewater	83,292
Water Utility	94,850

### **Community Development**

The City successfully negotiated a favorable tax sharing agreement with the County of San Joaquin and received approval for its Housing Element. These efforts led to renewed opportunity for annexations to accommodate future growth and development. Related to these efforts, long-term planning focused on two areas of growth and specific land uses, a residentially-based plan for the area south of Harney Lane and an economic development focused jobs-based Industrial and Business Park Plan within our newly expanded 850-acre, Sphere of Influence (SOI) on the eastside of the City.

These long-term efforts coupled with the current Downtown Specific Plan and a potential Westside annexation created an overwhelming justification to complete an updated Comprehensive General Plan Amendment under one CEQA umbrella. The last General Plan Amendment was published in 2010, this proposed effort would be slated for publication by summer of 2027.

### **Personnel Adjustments**

Staff recommends the addition of nine full-time positions, the deletion of two existing vacant positions, and the reclassification of one position. In the Table 10a and 10b below, the removal of the Human Resources Manager position is not showing any savings for this year as the appropriations have been used to fund the contract with MRG for Human Resources operational assistance.

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**Table 10a**

General Fund Positions	Action	Department	Annual Cost	Mid-Year Est	General Fund	Cost Allocated
Human Resources Deputy Director	Add	Human Resources	241,810	40,302	12,494	27,808
Human Resource Manager	Delete	Human Resources	223,950	-	-	-
Information Technology Deputy Director	Add	Information Systems	229,300	38,217	11,847	26,370
Information Technology Manager	Delete	Information Systems	213,836	(27,476)	(8,518)	(18,958)
AS Director/Chief Financial Officer	Add	Internal Services	273,163	45,527	13,005	32,523
Budget Analyst	Add	Internal Services	200,310	29,380	9,108	20,272
Customer Service Representative (2)	Add	Revenue	175,280	29,213.38	17,670	11,543

**Table 10b**

Non-General Fund Positions	Action	Department	Annual Cost	Mid-Year Est
Associate Planners (2)	Add	CDD	262,250	43,708
Program Coordinator (Rental Coordina	Add	PRCS	110,730	27,680
Associate Transportation Planner	Reclass	Transit	144,250	5,580

- Add one Human Resources Deputy Director - This position will oversee all Human Resources activities and actively participate in union negotiations. This position will assume high-level responsibilities previously held by the Assistant City Manager/Internal Services Director. On February 11, 2025, the City Council received a presentation on the assessment of Human Resources. The assessment identified significant issues including non-existent and out-of-date policies, inefficient procedures and a lack of capacity. A recommendation was made to make Human Resources a separate department of the City and create a Human Resources Director and other positions to support the new department. Although a separate department would benefit the City and improve services for employees, the existing fiscal constraints and competing priorities do not allow for a department. The mid-year recommendation was reduced to reallocate the HR Manager to an HR Deputy Director at an incremental increase of \$12,309 (salary only). Upgrading the HR function will help ensure the City is able to attain the high-level expertise needed to have updated policies and procedures that comply with state and federal laws and provide better stewardship for employees. The proposed annual salary for the new position is as follows:
- Deletion of one Human Resource Manager - The Human Resource Deputy Director will take the place of this position.

Human Resources Manager Salary Table (Delete)				
146,038	153,340	161,007	169,057	177,510
Human Resources Deputy Director Salary Table (Add)				
154,609	162,746	171,312	180,328	189,819

- Add one Information Technology Deputy Director - This position will oversee all Information Systems activities and will assume high-level responsibilities previously held by the Assistant City Manager/Internal Services Director in IT. The reallocation of the IT Manager to an IT Deputy Director at an incremental increase of \$9,947 (salary only) will help ensure the City is able to attain the high level of expertise needed to conduct strategic planning and provide the consistent operation of technology that is the foundation of municipal operations. The proposed annual salary for the new position is as follows:

## COUNCIL COMMUNICATION

- Deletion of one Information Technology Manager - The Information Technology Deputy Director will take the place of this position.

Information Technology Manager Salary Table (Deleted)				
141,851	148,943	156,391	164,210	172,421
Information Technology Deputy Director Salary Table (Added)				
148,540	156,358	164,587	173,250	182,368

- Add one Administrative Services Director/Chief Financial Officer - This position will oversee all Internal Services and Finance divisions including Revenue, Budget, Accounting, Human Resources, and Information Technology. This position will assume many of high-level responsibilities previously held by the Assistant City Manager/Internal Services Director. On February 11, 2025 Council received a presentation on observations of the operations of the various Finance Divisions. Several very serious concerns were discussed that date back multiple years.

Council approved professional services agreements to help complete important Finance functions that are outstanding, and to begin to develop policies with improved controls. These services are temporary and staff lack the capacity and expertise to maintain current demands, complete overdue activities, and to make necessary improvements. A permanent resource is needed to manage these functions, ensure proper oversight, and implement lacking systems. An Administrative Services Director/Chief Financial Officer will provide the necessary leadership to plan and oversee the City's fiduciary responsibilities, HR functions, and IT operations. The proposed annual salary for the position is as follows:

Administrative Services Director/Chief Financial Officer Salary				
183,773	193,445	203,627	214,344	225,625

- Add one Budget Analyst - This position will assist with enhanced budget development and oversight, quarterly budget reports to Council, and mastering the 30-year forecast model for continued use. The lack of staffing in Finance over the years contributed to overburdening the General Fund and the significant issues raised at the audit and internal controls presentation to Council. On February 26, 2025, Council received a presentation on the City's Long-Range Financial Forecast. Additional resources are needed in Finance to ensure best practices are followed.
- Add two Customer Service Representatives - The presentation on Finance divisions observations included statistics about poor customer experiences and significantly long wait times for customers trying to pay their bills. These positions are recommended to reduce in-person and phone wait times, provide faster response to email inquiries, and improve compliance with current contracts providing the citizens of Lodi a better customer service experience with the City.
- Add two Associate Planners - These new positions will expand long-range Planning capacity. Both will assist in streamlining of project applications, the review process, administration of the Municipal Code, will be proactive in developing public education tools, and will substantially increase customer service by providing enhanced public engagement at the Planning counter.
- Add one Program Coordinator (Rental Coordinator) - The new position would allow staffing capacity to add weekday room rentals to Hutchins Street Square and Parks daily schedules. The Coordinator

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## COUNCIL COMMUNICATION

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would be able to solicit and manage an additional 2-4 rentals per week bringing in approximately \$22,500-\$45,000 annually. This position would help Hutchins Street Square rentals reach 2019 levels with over 2,500 room rentals annually. This full time Rental Coordinator would replace the existing part time Program Coordinator.

- Reclass Associate Transportation Planner - The incumbent has been performing higher level duties for the past year and this action will add the classification in the Transit Planner series.

Associate Transit Planner Salary Table				
81,815.85	85,906.76	90,202.00	94,712.13	99,447.60

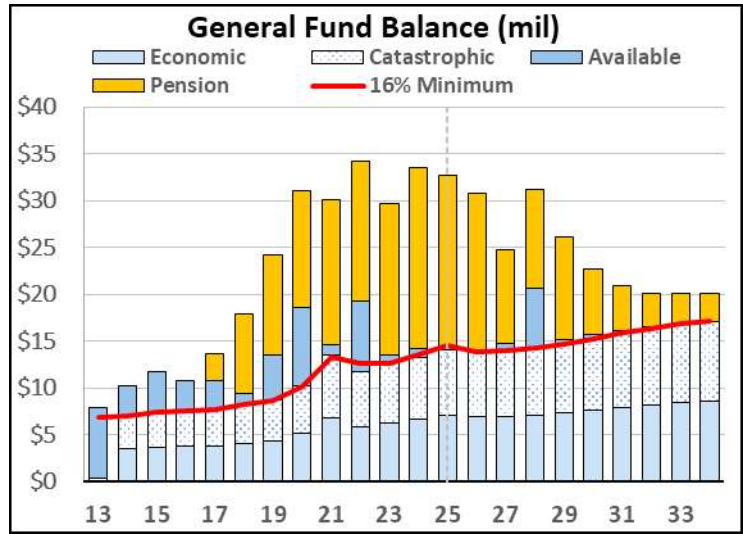
Exhibit A, attached to this report, specifies the line-item budget adjustments needed for all of the above recommended mid-year adjustments.

### LONG-RANGE FINANCIAL FORECAST:

The mid-year budget adjustments are recommended with the value that the City will support a high quality of life and facilitate prosperity through economic development to build a solid foundation for Lodi's future. The requested resources will improve the efficiency of the City stewardship of public resources and lead to an improved ability to invest in Lodi's future. Efficiencies addressed in fiscal year 2024-25 include; the Library assessment, Human Resources assessment, Finance observations including Study Session report to Council, and the Long-Range Financial Forecast. Stewardship to the City that will be accomplished with the adoption of the mid-year budget are improvements in Human Resources, Finance and Accounting, utility billing and revenue services resources, and an internal control assessment. Mid-year also includes investments in our future with the addition of funding for the General Plan update, Community Development Planners, Economic Development Strategic Plan, and the Downtown specific plan (funded with one-time funds included in the revised budget).

With the recommended changes and the addition to the fund balance the Fiscal Year 2024-25 General Fund budget remains balanced. Many of the changes to revenues including the reduction in anticipated sales tax and the expenditure increases were included in the February 26, 2025 presentation of the Long-Range Financial Forecast. The presentation of the model also included a look at various additional positions, and supported the long-term fiscal sustainability of the positions being recommended for addition at this time. The model has been updated with the recommendations contained herein.

# COUNCIL COMMUNICATION



The chart above reflects the estimated fund balance increase from fiscal year 2023-24 and that the mid-year recommendations. The model maintains the General Fund at the 16% minimum level throughout the forecast. This projection includes base cost of living increases to all staff of 2% and includes labor market adjustments. The updated Long-Range Financial Forecast includes the recession predictor starting in FY27. Finally, the model includes anticipated savings beginning in FY 2025-26 based on prior study sessions and City Council guidance.

### Anticipated Library Budget Adjustments

The updated Long-Range Financial Forecast includes an ongoing reduction of \$100,000 per year in General Fund transfers to the Library beginning in FY 2025-26. The Library Assessment Report presented to City Council on January 28, 2025 provided multiple alternatives based on the assessment of current operations and funding. The anticipated \$100,000 reduction was the minimum level of efficiency recommended in the assessment, and staff is presenting this reduction for Council consideration.

### STRATEGIC VISION:

3A. Fiscal Health: Promote City's transparency & fiscal fluency.

### FISCAL IMPACT:

Revenue and expenditure budget adjustments per Exhibit A to address staff recommendations.

### FUNDING AVAILABLE:

The mid-year General Fund changes include a revenue appropriation increase recommendation of \$2,533,278 and an expense appropriation increase of \$1,188,890. Expenditure requests shown in the tables above for Public Works, Community Development, Equipment Replacement, and Vehicle Replacement will come from those relevant fund balances.

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# COUNCIL COMMUNICATION

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# Capital Improvement Program - Maintenance

## FY 2024-2025

<b>Maintenance Project Title:</b> Signal Preventative Maint		<b>Munis Project Code:</b> PWST-0025		#36					
<b>Section I:Description</b>		<b>District Nos:</b> Citywide	<b>Project Length</b>	<b>Priority</b>	Normal				
Provide traffic maintenance services including detector loop replacement, traffic signal cabinet and equipment repair/replacement, signal pole and signal head repair/replacement, and other related items of work.									
<b>Justification/factor driving project</b>									
The traffic signals need to be maintained to be operational for traffic and pedestrian safety.									
<b>Additional Information</b>									
Of the FY19/20 total, \$47,790 (Const.ExtLabor) was carried forward, \$81,000(contracts) and \$9,000(Const.IntLabor) were FY 19/20 budgeted.									
<b>Section II</b>		<b>Estimated Project Costs</b>							
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Contracts	\$ 356,996	\$ 250,000		\$ 160,000	\$ 170,000	\$ 170,000			\$ 1,106,996
<b>Total Capital Costs</b>	<b>\$ 356,996</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 160,000</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,106,996</b>
<b>Section III</b>		<b>Funding Sources/Methods of Financing</b>							
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
303 - Measure K Fund	\$ 356,996								\$ 356,996
302 - Gas Tax 2103	\$ -	\$ 250,000		\$ 160,000	\$ 170,000	\$ 170,000			\$ 750,000
<b>Total Project Financing</b>	<b>\$ 356,996</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 160,000</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,106,996</b>

# Capital Improvement Program - Maintenance

## FY 2024-2025

<b>Maintenance Project Title:</b>	12 kV Overhead Maintenance			<b>Munis Project Code:</b>	EUCP-21002			#43	
<b>Section I:Description</b>	<b>District Nos:</b>	Citywide	<b>Project Length</b>	Ongoing		<b>Priority</b>	High		
Maintenance and improvements associated with the 12 kV overhead distribution system.									
<b>Justification/factor driving project</b>									
While historical efforts have focused on replacement of annealed copper conductors with aluminum conductor steel reinforced (ACSR), continuing efforts will focus on inspection of overhead infrastructure as well as replacement of poles, transformers, switches, and/or capacitor banks as needed.									
<b>Additional Information</b>									
Outside contracting for equipment such as a crane may be needed and is included in estimates below. FY 25 MY additions to support required inspections and pole replacements									
<b>Section II</b>	<b>Estimated Project Costs</b>								
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 3,272,088	\$ 648,200	\$ 540,000	\$ 420,000	\$ 420,000	\$ 420,000	\$ 100,000		\$ 5,820,288
Miscellaneous	\$ 283,823	\$ 548,300	\$ 160,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 50,000		\$ 1,432,123
Contracts	\$ 307,309	\$ 63,700	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000			\$ 451,009
<b>Total Capital Costs</b>	<b>\$ 3,863,221</b>	<b>\$ 1,260,200</b>	<b>\$ 720,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 7,703,421</b>
<b>Section III</b>	<b>Funding Sources/Methods of Financing</b>								
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
501 - EU Outlay Capital Reserve Fund	\$ 3,863,221	\$ 1,260,200	\$ 720,000	\$ 570,000	\$ 570,000	\$ 570,000	\$ 150,000	\$ -	\$ 7,703,421
<b>Total Project Financing</b>	<b>\$ 3,863,221</b>	<b>\$ 1,260,200</b>	<b>\$ 720,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 570,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 7,703,421</b>

# Capital Improvement Program - Maintenance

FY 2024-2025

<b>Maintenance Project Title:</b> 12 kV Underground Maint.		<b>Munis Project Code:</b> EUCP-21006		#44					
<b>Section I:Description</b>		<b>District Nos:</b> Citywide	<b>Project Length</b>	Ongoing	<b>Priority</b>	High			
Inspection and replacement of 12 kV underground infrastructure and other underground electric infrastructure maintenance as needed.									
<b>Justification/factor driving project</b>									
These ongoing maintenance efforts include, but are not limited to, replacement of failed/end-of-life cable; replacement of cable due to engineering study of predictive failure; and installation/replacement of subsurface equipment with pad-mounted equipment.									
<b>Additional Information</b>									
These ongoing maintenance efforts are necessary to increase operability and reliability and other underground electric infrastructure maintenance as needed. FY 25 MY additions to support required inspections and corrective action.									
<b>Section II</b>		<b>Estimated Project Costs</b>							
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 1,480,440	\$ 65,000	\$ 143,891	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000		\$ 1,949,331
Miscellaneous	\$ 360,164	\$ 100,000	\$ 120,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000		\$ 980,164
Contracts	\$ 256,151	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000		\$ 856,151
<b>Total Capital Costs</b>	<b>\$ 2,096,755</b>	<b>\$ 265,000</b>	<b>\$ 363,891</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ -</b>	<b>\$ 3,785,646</b>
<b>Section III</b>		<b>Funding Sources/Methods of Financing</b>							
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
501 - EU Outlay Capital Reserve Fund	\$ 2,096,755	\$ 265,000	\$ 363,891	\$ 265,000	\$ 265,000	\$ 265,000	\$ 265,000	\$ -	\$ 3,785,646
<b>Total Project Financing</b>	<b>\$ 2,096,755</b>	<b>\$ 265,000</b>	<b>\$ 363,891</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ -</b>	<b>\$ 3,785,646</b>

## FY 2024-2025

<b>Maintenance Project Title:</b> Streetlight Maintenance		<b>Munis Project Code:</b> EUCP-21001		#45					
<b>Section I:Description</b>		<b>District Nos:</b> Citywide	<b>Project Length</b> Ongoing	<b>Priority</b>	Normal				
Ongoing maintenance and repair of City streetlights, including but not limited to, repairs associated with theft and/or vandalism.									
<b>Justification/factor driving project</b>									
Ensuring streetlights are in working order by means of regular and ongoing maintenance is in the best interest of public safety.									
<b>Additional Information</b>									
Future year increases include material price escalation. FY 25 MY reduction to address other priorities.									
<b>Section II</b>		<b>Estimated Project Costs</b>							
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 107,359	\$ 13,000	\$ 5,499	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 225,858
Miscellaneous	\$ 65,743	\$ 52,000	\$ 65,387	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000		\$ 483,130
<b>Total Capital Costs</b>	<b>\$ 173,102</b>	<b>\$ 65,000</b>	<b>\$ 70,886</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 708,988</b>
<b>Section III</b>		<b>Funding Sources/Methods of Financing</b>							
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 22/23 Estimate</b>	<b>FY 23/24 Budget</b>	<b>FY 24/25</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>Future Yrs</b>	<b>Total</b>
501 - EU Outlay Capital Reserve Fund	\$ 173,102	\$ 65,000	\$ 70,886	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 708,988
<b>Total Project Financing</b>	<b>\$ 173,102</b>	<b>\$ 65,000</b>	<b>\$ 70,886</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 708,988</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b>	230 kV Interconnection	<b>Munis Project Code:</b>	EUCP-21010		#47				
<b>Section I: Description</b>	<b>District Nos:</b>	4	<b>Project Length</b>	12/31/2029	<b>Priority</b>	<b>High</b>			
<p>Lodi's 230/60kV Substation Project consists of two 230/60kV transformers along with site improvements, facilities and equipment required for the interconnection to PG&amp;E's new 230kV switching station and to Lodi's existing 60/12kV Industrial Substation. The project also includes modifications to Industrial Substation and 230kV additions to PG&amp;E's switching station to complete the interconnection. The new substation will be located on undeveloped land adjacent to Industrial Substation with space allocated for the addition of a third transformer.</p>									
<b>Justification/factor driving project</b>									
<p>This project will provide additional transmission interconnection capacity to serve Lodi's future load growth and will reduce transmission access charges by eliminating low voltage transmission charges paid by the utility each year. Once in service, the utility will reduce its low voltage transmission costs - the savings of which will be used to pay the annual debt service associated with the financing of this project.</p>									
<b>Additional Information</b>									
<p>FY 25 includes deposit payment on transformer purchase due to long lead time. FY 25 MY reduction due to delay with preparation of bid docs. Updated schedule and costs to be re-evaluated during FY 26 budget.</p>									
<b>Section II: Estimated Project Costs</b>									
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Contracts	\$ 318,785	\$ 131,215	\$ 1,173,970	\$ 2,525,000	\$ 7,525,000	\$ 10,025,000	\$ 10,025,000		\$ 31,723,970
Miscellaneous	\$ -	\$ -	\$ -						\$ -
<b>Total Capital Costs</b>	<b>\$ 318,785</b>	<b>\$ 131,215</b>	<b>\$ 1,173,970</b>	<b>\$ 2,525,000</b>	<b>\$ 7,525,000</b>	<b>\$ 10,025,000</b>	<b>\$ 10,025,000</b>	<b>\$ -</b>	<b>\$ 31,723,970</b>
<b>Section III: Funding Sources/Methods of Financing</b>									
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
501 - EU Outlay Capital Reserve Fund	\$ 318,785	\$ 131,215	\$ 1,173,970	\$ 2,525,000	\$ 7,525,000	\$ 10,025,000	\$ 10,025,000		\$ 31,723,970
<b>Total Project Financing</b>	<b>\$ 318,785</b>	<b>\$ 131,215</b>	<b>\$ 1,173,970</b>	<b>\$ 2,525,000</b>	<b>\$ 7,525,000</b>	<b>\$ 10,025,000</b>	<b>\$ 10,025,000</b>	<b>\$ -</b>	<b>\$ 31,723,970</b>

# Capital Improvement Program - Maintenance

## FY 2024-2025

<b>Maintenance Project Title:</b>		PCE/TCE Oversight			<b>Munis Project Code:</b>		PWWA-0052		#76
<b>Section I: Description</b>				<b>District Nos:</b>	All	<b>Project Length</b>		<b>Priority</b>	
PCE/TCE plume management, Regional Water Quality Control Board (RWQCB) and City staff oversight costs.									
<b>Justification/factor driving project</b>									
<b>Additional Information</b>									
<b>Section II</b>		<b>Estimated Project Costs</b>							
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 74,441	\$ 20,000	\$ 5,000						\$ 99,441
Contracts	\$ 125,413	\$ 80,000	\$ 210,000						\$ 415,413
Miscellaneous	\$ 22,175	\$ -							\$ 22,175
<b>Total Capital Costs</b>	<b>\$ 222,029</b>	<b>\$ 100,000</b>	<b>\$ 215,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 537,029</b>
<b>Section III</b>		<b>Funding Sources/Methods of Financing</b>							
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
565 - PCE Rate Abatement	\$ 182,029	\$ 60,000	\$ 215,000						\$ 457,029
590 - Central Plume	\$ 10,000	\$ 10,000							\$ 20,000
591 - Southern Plums	\$ 10,000	\$ 10,000							\$ 20,000
593 - Northern Plume	\$ 10,000	\$ 10,000							\$ 20,000
594 - South Central Western Plume	\$ 10,000	\$ 10,000							\$ 20,000
<b>Total Project Financing</b>	<b>\$ 222,029</b>	<b>\$ 100,000</b>	<b>\$ 215,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 537,029</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b>	Substation Load Tap Chgr Upgrade			<b>Munis Project Code:</b>	EUCP-21009			#123	
<b>Section I: Description</b>	<b>District Nos:</b>	Citywide	<b>Project Length</b>	6/30/2028	<b>Priority</b>	Normal			
<p>Phase I of this project includes refurbishing 3 Load Tap Changers - Henning Substation - (2) - UZD Style, Killelea Substation - (1) - UTT Style; Phase II includes refurbishing 2 Load Tap Changers and oil leaks as well as replacing vacuum bottles at Industrial Substation Bank #3 and McLane Substation Bank 1 in addition to replacing 1 set of transformer bushings at Henning Substation Bank #2.</p> <p>Phase III includes upgrading all eight (8) LTC controllers and installing tap position sensors to provide greater monitoring and operability of all substation LTC's. This controller will match our current standard of equipment going forward.</p>									
<b>Justification/factor driving project</b>									
<p>Load Tap Changers coming to end of lifetime operations. Refurbishing them will extend the life of station transformers and possibly avoid catastrophic equipment failures. Phase I of this project will postpone the need to replace the Killelea Bank 2 Power Transformer previously planned for FY 21. For Phase II, 2 Load Tap Changers are leaking oil, one into the transformer and one from the gearbox - requiring maintenance and remediation. Transformer bushings have also been found to be in need of replacement.</p>									
<b>Additional Information</b>									
<p>Load Tap Changers are the non-static devices connected to the station transformers that keep the voltage steady as the system load increases and decreases. Transformer bushings connect conductors to lower voltage to system levels. Professional oversight services will perform all major repairs and replacements with internal staff assistance. Efforts on this project have been pushed out a year to focus on higher priority substation related efforts. FY 25 MY reduction to re-evaluate and incorporate into substation maintenance efforts as part of FY 26 budget.</p>									
<b>Section II: Estimated Project Costs</b>									
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 193,921	\$ 20,000	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000			\$ 283,921
Contracts	\$ 73,316	\$ 35,000	\$ -	\$ 20,000	\$ 20,000	\$ 20,000			\$ 168,316
Miscellaneous	\$ 134,169	\$ 17,000	\$ 6,151	\$ 10,000	\$ 10,000	\$ 10,000			\$ 187,320
<b>Total Capital Costs</b>	<b>\$ 401,406</b>	<b>\$ 72,000</b>	<b>\$ 16,151</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 639,557</b>
<b>Section III: Funding Sources/Methods of Financing</b>									
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
501 - EU Outlay Capital Reserve Fund	\$ 401,406	\$ 72,000	\$ 16,151	\$ 50,000	\$ 50,000	\$ 50,000			\$ 639,557
<b>Total Project Financing</b>	<b>\$ 401,406</b>	<b>\$ 72,000</b>	<b>\$ 16,151</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 639,557</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b> Substation Relay Modernization				<b>Munis Project Code:</b> EUCP-22005				<b>#196</b>		
<b>Section I: Description</b>			<b>District Nos:</b> Citywide	<b>Project Length</b>	6/30/2026	<b>Priority</b>	<b>High</b>			
<p>The purpose of this multi-year project is to upgrade and modernize three of the four total substations with modern protection devices to replace outdated and end-of-life equipment. The modernization will allow for greater protection and visibility of highly valuable substation equipment as well as the coordination of protection and power supply between Pacific Gas and Electric and Lodi Electric Utility.</p>										
<b>Justification/factor driving project</b>										
<p>Per Pacific Gas and Electric (PG&amp;E), our incoming relay protection within Industrial Substation has significant coordination (device-to-device safety) issues that results in slower clearing times and reduced reliability for all of Lodi Electric Utility's (LEU) power supply. In addition to our incoming power supply protection is the outdated equipment we have at Industrial Substation, Henning Substation, and Killelea Substation. To solve this, substation modernization and standardization would upgrade and standardize all remaining protection and control devices, remote terminal units, and accompanied SCADA screens. Modernizing and standardizing our substation equipment will not only increase asset reliability and protection, but will also allow for greater field worker safety due to the increased protection capabilities built-into the equipment, proven at McLane Substation. The standardization process will eliminate the need to stock multiple vendor equipment types, while also increasing LEU Technician understanding and familiarity of single-vendor equipment throughout all substations.</p>										
<b>Additional Information</b>										
FY 25 MY adjustment to include additional staff time and materials to support completion of Industrial Substation work by outside vendor.										
<b>Section II: Estimated Project Costs</b>										
Expenditure	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 27/28	FY 28/29	Future Yrs	Total
Internal Staff	\$ 170,495	\$ 107,505	\$ 283,191	\$ 120,000						\$ 681,191
Contracts	\$ 1,179,200	\$ 1,286,873	\$ 914,305	\$ 70,000						\$ 3,450,378
Miscellaneous	\$ 42,697	\$ 19,303	\$ 27,455	\$ 80,000						\$ 169,455
<b>Total Capital Costs</b>	<b>\$ 1,392,392</b>	<b>\$ 1,413,681</b>	<b>\$ 1,224,951</b>	<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,301,024</b>
<b>Section III: Funding Sources/Methods o</b>										
Funding Source(s)	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 27/28	FY 28/29	Future Yrs	Total
501 - EU Outlay Capital Reserve Fund	\$ 1,392,392	\$ 1,413,681	\$ 1,224,951	\$ 270,000						\$ 4,301,024
<b>Total Project Financing</b>	<b>\$ 1,392,392</b>	<b>\$ 1,413,681</b>	<b>\$ 1,224,951</b>	<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,301,024</b>



# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b>	Henning Getaway Project	<b>Munis Project Code:</b>	EUCP-22004		#197				
<b>Section I: Description</b>	<b>District Nos:</b>	3	<b>Project Length</b>	6/30/2026	<b>Priority</b>	High			
Upgrade existing getaway conductors at Henning Substation.									
<b>Justification/factor driving project</b>									
Henning substation provides electricity to residential and commercial customers in the south/west part of Lodi. Henning has historically been the most heavily loaded substation out of the four substations owned by the City. A recent distribution systems study concluded that this substation is close to reaching the n-1 capacity. The south/west part of Lodi has been experiencing rapid growth in new developments in recent years. It is creating more strain on the already loaded substation. Staff is proposing to increase circuit capacities by replacing the existing conductors with bigger size to allow more power flow. This will benefit all customers who are currently supplied power from the Henning substation in the south-west part of the City.									
<b>Additional Information</b>									
FY 25 MY adjustment based on updated project cost estimate.									
<b>Section II: Estimated Project Costs</b>									
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 20,799	\$ 29,201	\$ 60,000						\$ 110,000
Miscellaneous	\$ 8,351	\$ 91,649	\$ 320,000						\$ 420,000
Contracts	\$ 246,707	\$ 53,293	\$ -						\$ 300,000
<b>Total Capital Costs</b>	<b>\$ 275,857</b>	<b>\$ 174,143</b>	<b>\$ 380,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 830,000</b>
<b>Section III: Funding Sources/Methods of Financing</b>									
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
505 - EU Substation & Trans - IMF	\$ 275,857	\$ 174,143	\$ 380,000						\$ 830,000
<b>Total Project Financing</b>	<b>\$ 275,857</b>	<b>\$ 174,143</b>	<b>\$ 380,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 830,000</b>

# Capital Improvement Program - Maintenance

## FY 2024-2025

<b>Maintenance Project Title:</b> Substation Intrusive Maintenance Work		<b>Munis Project Code:</b> EUCP-23001		#245					
<b>Section I: Description</b>		<b>District Nos:</b> Citywide	<b>Project Length</b> Ongoing	<b>Priority</b> Normal					
Substation maintenance including but not limited to: substation power transformer testing; DGA oil testing for power transformers and load tap changers (LTCs) and materials/equipment not covered or tracked as part of a specific project. Also provides for LTC testing in year five (5) of the cycle and other miscellaneous substation maintenance and improvement projects to address access, safety and security.									
<b>Justification/factor driving project</b>									
Provides more accurate tracking and record keeping for annual reports and maintenance records. Will provide critical information on transformer condition and lifespan for future replacement planning. Provides for a five (5) year cycle of LTC inspections and addresses miscellaneous facility improvements.									
<b>Additional Information</b>									
Provides a schedule for complete testing of two (2) substation power transformers per year for four (4) years and a year of reprieve. Year five (5) of the cycle can be utilized for LTC inspections. Improves substation facility safety and security by adding concrete walkways, switch grounding pads, security cameras, lighting, and replacing old fixtures inside control room and perimeter lighting. FY 25 MY adjustments to account for Henning emergency breaker replacement and Killelea transformer testing.									
<b>Section II</b>		<b>Estimated Project Costs</b>							
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 154,683	\$ 40,000	\$ 140,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 459,683
Miscellaneous	\$ 147,586	\$ 40,000	\$ 125,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 437,586
Contracts	\$ -		\$ 37,500						\$ 37,500
<b>Total Capital Costs</b>	<b>\$ 302,270</b>	<b>\$ 80,000</b>	<b>\$ 302,500</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 934,770</b>
<b>Section III</b>		<b>Funding Sources/Methods of Financing</b>							
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
501 - EU Outlay Capital Reserve Fund	\$ 302,270	\$ 80,000	\$ 302,500	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 934,770
<b>Total Project Financing</b>	<b>\$ 302,270</b>	<b>\$ 80,000</b>	<b>\$ 302,500</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 934,770</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b> State of CA Natural Gas Power Plant		<b>Munis Project Code:</b> EUCP-23002		280					
<b>Section I: Description</b>		<b>District Nos:</b> 1	<b>Project Length</b> 10/22-12/24	<b>Priority</b>	<b>High</b>				
<p>Planning, design and construction of all electrical infrastructure equipment and facilities to support completion of State owned and operated natural gas plant within the City of Lodi. Costs will also include any necessary administrative and outside consulting services.</p>									
<b>Justification/factor driving project</b>									
<p>Under special legislation approved by the Governor, the California Department of Water Resources proposes to construct a natural gas peaker plant within the City of Lodi to be run during emergency situations to protect the integrity of the statewide power grid. This plant will be owned and operated by the State of California for 5 years with an option for the City to purchase after 5 years. This plant will also benefit the City of Lodi in the event of a transmission capacity shortage until such time as the 230 kV Project is constructed and operational.</p>									
<b>Additional Information</b>									
<p>All costs incurred by the City will be reimbursed by the California Department of Water Resources up to \$4.3 million. Any unused funds will roll forward until project commissioning and completion. FY 25 MY reduction to account for final project costs.</p>									
<b>Section II: Estimated Project Costs</b>									
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Internal Staff	\$ 50,499	\$ 849,501	\$ 527,508						\$ 1,427,508
Contracts	\$ 276,479	\$ 1,223,521	\$ 870,762						\$ 2,370,762
Miscellaneous	\$ 741,291	\$ 1,158,709	\$ (398,273)						\$ 1,501,727
<b>Total Capital Costs</b>	<b>\$ 1,068,269</b>	<b>\$ 3,231,731</b>	<b>\$ 999,997</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,299,997</b>
<b>Section III: Funding Sources/Methods of</b>									
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
501 - EU Outlay Capital Reserve Fund	\$ 1,068,269	\$ 3,231,731	\$ 999,997						\$ 5,299,997
<b>Total Project Financing</b>	<b>\$ 1,068,269</b>	<b>\$ 3,231,731</b>	<b>\$ 999,997</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,299,997</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b> 60 kV Breaker Upgrades and Replacements		<b>Munis Project Code:</b> EUCP-24001		#296					
<b>Section I: Description</b>		<b>District Nos:</b> Citywide	<b>Project Length:</b> 2024-2025	<b>Priority:</b>	<b>High</b>				
Replacement of SF6 and oil breakers at various substation locations, as needed.									
<b>Justification/factor driving project</b>									
Replacements/upgrades are needed for preventative maintenance and reliability improvement, as well to avoid greenhouse gas releases, aligning with California Air Resources Board (CARB) regulations. Amid scheduled maintenance, a combination of SF6 and oil breakers have had parts replaced with identified wear that will eventually cause equipment failure and non-operation.									
<b>Additional Information</b>									
FY 25 MY adjustment for additional components (pads, conduits, connectors)									
<b>Section II: Estimated Project Cos</b>									
Expenditure	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
Internal Staff	\$ -	\$ 74,000	\$ 194,000						\$ 268,000
Miscellaneous	\$ -	\$ 200,000	\$ 304,377						\$ 504,377
Contracts	\$ -	\$ 20,000	\$ 14,577						\$ 34,577
<b>Total Capital Costs</b>	<b>\$ -</b>	<b>\$ 294,000</b>	<b>\$ 512,954</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 806,954</b>
<b>Section III: Funding Sources/Met</b>									
Funding Source(s)	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
501 - EU Outlay Capital Reserve Fu	\$ -	\$ 294,000	\$ 512,954	\$ -	\$ -	\$ -			\$ 806,954
<b>Total Project Financing</b>	<b>\$ -</b>	<b>\$ 294,000</b>	<b>\$ 512,954</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 806,954</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b>	City-Wide Space Planning Architectural Serv	<b>Munis Project Code:</b>	GFCP-25001	#304					
<b>Section I: Description</b>		<b>District Nos:</b>	3	<b>Project Length</b>					
<p>This project will solicitate design service from a qualified architectural firm to provide space planning service for city facilities at the civic center, public safety building, MUS, and fire stations.</p>									
<b>Justification/factor driving project</b>									
<p>Many city facilities are at capacities and we need a city-wide space planning service to project current and future needs.</p>									
<b>Additional Information</b>									
<p>This project will only involve the design contract. Construction will be budgeted at a later time after the master planning is completed. Res. 25-073 Approved contract for 179,824 leaving \$70,176 for reappropriation.</p>									
<b>Section II: Estimated Project Costs</b>									
<b>Expenditure</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
Contracts	\$ -		\$ 179,824						\$ 179,824
<b>Total Capital Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 179,824</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 179,824</b>
<b>Section III: Funding Sources/Methods of Financing</b>									
<b>Funding Source(s)</b>	<b>Prior Years</b>	<b>FY 23/24 Estimate</b>	<b>FY 24/25 Budget</b>	<b>FY 25/26</b>	<b>FY 26/27</b>	<b>FY 27/28</b>	<b>FY 28/29</b>	<b>Future Yrs</b>	<b>Total</b>
431 - Capital Outlay/General	\$ -		\$ 179,824						\$ 179,824
<b>Total Project Financing</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 179,824</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 179,824</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b> Killelea 1211 Reconductor		<b>Munis Project Code:</b> EUCP-24004		315						
<b>Section I: Description</b>		<b>District Nos:</b> 3 and 4	<b>Project Length</b> 12/23 - 6/26	<b>Priority</b>	<b>High</b>					
This project will reconductor 8,600' of various undersized overhead conductors (#2 ACSR, 2/0 CU, and 4/0 CU) to EUD's standard overhead backbone (477 AAC). Additionally, there will be a short 600' overhead line extension of 477AAC.										
<b>Justification/factor driving project</b>										
Henning Substation is EUD's heaviest loaded substation and it is also the substation that sees the most load growth because most new development is in the southwest corner of the City. This project helps to free up capacity at Henning Substation by allowing Henning load to be transferred to Killelea Substation. Currently, there are constraints that minimize how much load can be transferred to Killelea Substation and this project will alleviate that.										
<b>Additional Information</b>										
Any unused funds will roll. Anticipated completion FY 25. FY 25 MY reduction to account for design only. Project to be re-evaluated as part of FY 26 budget process.										
<b>Section II: Estimated Project Costs</b>										
Expenditure	Prior Years	FY 22/23 Estimate	FY 23/24 Budget	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
Internal Staff	\$ -	\$ 315,000		\$ 49,998						\$ 364,998
Miscellaneous	\$ -	\$ 65,000								\$ 65,000
Contracts	\$ -	\$ 20,000								\$ 20,000
<b>Total Capital Costs</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ 49,998</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 449,998</b>
<b>Section III: Funding Sources/Met</b>										
Funding Source(s)	Prior Years	FY 22/23 Estimate	FY 23/24 Budget	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
505 - EU Substation & Trans - IMF	\$ -	\$ 400,000		\$ 49,998						\$ 449,998
<b>Total Project Financing</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ 49,998</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 449,998</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b> LEU Operations Video Wall		<b>Munis Project Code:</b> EUCP-25001		#318					
<b>Section I: Description</b>		<b>District Nos:</b> 3	<b>Project Length</b> 7/24-6/26	<b>Priority</b>	<b>Normal</b>				
<p>Installation of a video wall in the Lodi Electric Utility (LEU) Operations Center which will be used to display system status, abnormal switching line-ups, clearances, outage status, and an electronic version of LEU's distribution system maps. This electronic system will provide an electronic interface with the existing Outage Management System.</p>									
<b>Justification/factor driving project</b>									
<p>Currently a paper map system with magnetic pins adhered to the wall of the Operations Center is being used. It is not scaleable, transportable and is cumbersome to update with system updates. The paper map system also provides limited capability in dispatching and providing status updates on locations and crews. Finally, the paper map is also easily disturbed by accidental contact. The video wall provides a more efficient and accurate method to accomplish the status tasks required of the LEU Operations team and will provide enhanced efficiency in operation of the distribution system.</p>									
<b>Additional Information</b>									
<p>FY 25 MY reduction due to need to re-evaluate project as part of larger technological improvements for Operations in FY 26.</p>									
<b>Section II: Estimated Project</b>									
Expenditure	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
Contracts	\$ -		\$ -						\$ -
	\$ -								\$ -
	\$ -								\$ -
	\$ -								\$ -
	\$ -								\$ -
<b>Total Capital Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Section III: Funding Source</b>									
Funding Source(s)	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
501 - EU Outlay Capital Rese	\$ -		\$ -						\$ -
	\$ -								\$ -
	\$ -								\$ -
	\$ -								\$ -
<b>Total Project Financing</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b> Online Transformer Monitoring Project		<b>Munis Project Code:</b> EUCP-25003		#320					
<b>Section I: Description</b>		<b>District Nos:</b> Citywide	<b>Project Length</b> 7/24-6/25	<b>Priority</b>	<b>High</b>				
<p>Online transformer monitor to protect, maintain, and monitor utility assets. The monitors will provide non-proprietary and non-critical data used for real-time and historical analysis of substation power transformers to determine significant gassing in oil, bushing status, temperature, and more. Real-time and historical data will not replace but will supplement the substation maintenance and inspection plan, specifically for transformers. The utility will receive alerts of any potential alarms and risks, real-time, that would necessitate the shut-down and repair of the transformers. This is an all-in-one product and service that also provides real-time monitoring and assistance.</p> <p>Other utilities have been contacted for this equipment and prefer the ease of use, maintenance-free application, and costs savings that have already been provided. This will begin as a pilot at the most heavily loaded substation to determine overall performance with a plan to install at every existing and future substation power transformer if successful.</p>									
<b>Justification/factor driving project</b>									
With the increasing cost and lead times for substation power transformers, it is extremely important to improve the level and efforts of substation maintenance and inspection plans, specifically for transformers. Real-time and historical online monitoring coupled with real-time alerts and support allows for enhanced insight into transformer health and reliability.									
<b>Additional Information</b>									
As part of this work, utility will purchase and replace two transformer temperature gauges and wire them accordingly. Contractor will install all specific equipment to their package and utility will only need to bring service power and temperature wires to the contractor's platform. FY 25 MY adjustment to account for additional labor and materials to support vendor efforts.									
<b>Section II: Estimated Proje</b>									
Expenditure	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
Internal Staff	\$ -		\$ 15,000						\$ 15,000
Miscellaneous	\$ -		\$ 20,000						\$ 20,000
Contracts	\$ -		\$ 130,000						\$ 130,000
	\$ -								\$ -
	\$ -								\$ -
<b>Total Capital Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165,000</b>
<b>Section III: Funding Source</b>									
Funding Source(s)	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
501 - EU Outlay Capital Rese	\$ -		\$ 165,000						\$ 165,000
	\$ -								\$ -
	\$ -								\$ -
	\$ -								\$ -
<b>Total Project Financing</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165,000</b>



# Capital Improvement Plan

## FY 2024-2025

<b>Project Title:</b>	Westgate Substation Pole Placement	<b>Munis Project Code:</b>	EUCP-25004	#321					
<b>Section I: Description</b>	<b>District Nos:</b>	1	<b>Project Length</b>	7/24-6/26					
Priority <b>Normal</b> Installation of 60kV-class poles from take-off point at intersection of Kettleman and Lower Sacramento Road., across the frontage of the future Westside Substation and continuing west to western edge of city limits.									
<b>Justification/factor driving project</b>									
Preperations for future substation and future 60kV circuits.									
<b>Additional Information</b>									
FY 25 MY reduction due to delay and need to re-evaluate as part of FY 26 budget process.									
<b>Section II: Estimated Project</b>									
Expenditure	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
Internal Staff	\$ -		\$ -						\$ -
Miscellaneous	\$ -		\$ -						\$ -
Contracts	\$ -		\$ -						\$ -
	\$ -								\$ -
	\$ -								\$ -
<b>Total Capital Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Section III: Funding Source</b>									
Funding Source(s)	Prior Years	FY 23/24 Estimate	FY 24/25 Budget	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Yrs	Total
505 - EU Substation & Trans	\$ -		\$ -						\$ -
	\$ -								\$ -
	\$ -								\$ -
	\$ -								\$ -
<b>Total Project Financing</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Exhibit A  
Mid-Year Adjustments  
Fiscal Year 2024-25

Account Number	Account Description	Current Budget	Mid-Year Adjustment	Mid-Year Revised Budget
Mid-Year Ammendments				
<b>100 -103 General Fund</b>				
Revenue Adjustment				
10095000.50001	Operating Transfer In	\$ 9,981,830	\$ 597,868	\$ 10,579,698
10095000.51036	Business License	\$ 125,000	\$ 245,000	\$ 370,000
10095000.54361	Rent	\$ 4,618,200	\$ 544,880	\$ 5,163,080
10095000.51031	Sales Tax	\$ 16,698,960	\$ (1,260,450)	\$ 15,438,510
10095000.54332	Investment Earnings	\$ -	\$ 1,700,000	\$ 1,700,000
10095000.51001	Property Taxes-CY Secured	\$ 15,539,460	\$ 1,050,000	\$ 16,589,460
10300000.51031	Sales Tax - Measure L	\$ 9,264,470	\$ (575,680)	\$ 8,688,790
10040001.57107	Strike Team Reimbursements	\$ 185,000	\$ 231,660	\$ 416,660
<b>Total Revenue Adjustments</b>		<b>\$ 56,412,920</b>	<b>\$ 2,533,278</b>	<b>\$ 58,946,198</b>
Expense Adjustment				
10020202.72450	Misc. Professional Services	\$ 15,853,778	\$ 141,450	\$ 15,995,228
10020100.72450	Misc. Professional Services	\$ 600	\$ 30,291	\$ 30,891
10020100.71001	Regular Employee Salary	\$ 260,130	\$ 20,272	\$ 280,402
10010000.71003	Part-time Regular Employee Salary	\$ -	\$ 79,426	\$ 79,426
10010102.71003	Part-time Regular Employee Salary	\$ -	\$ 41,400	\$ 41,400
10341000.71002	Overtime	\$ 1,655,090	\$ 210,290	\$ 1,865,380
10041100.71002	Fire Strike Team Overtime	\$ 167,630	\$ 231,660	\$ 399,290
10020300.71001	Regular Employee Salary	\$ 494,230	\$ 27,808	\$ 522,038
10020302.72450	Misc. Professional Services	\$ 80,000	\$ 124,317	\$ 204,317
10020400.71001	Regular Employee Salary	\$ 912,890	\$ 26,370	\$ 939,260
10020000.71001	Regular Employee Salary	\$ 69,620	\$ 31,414	\$ 101,034
10095000.72450	Misc. Professional Services	\$ 987,070	\$ 13,800	\$ 1,000,870
10032000.71002	Overtime	\$ 836,800	\$ 110,000	\$ 946,800
10020203.71003	Part-time Regular Employee Salary	\$ -	\$ 16,898	\$ 16,898
10020203.71001	Regular Employee Salary	\$ 720,300	\$ 20,272	\$ 740,572
10020203.72201	Postage	\$ 265,000	\$ 24,150	\$ 289,150
43199000.76200	Capital	\$ 35,615,625	\$ (70,176)	\$ 35,545,449
<b>Total Expense Adjustments</b>		<b>\$ 57,918,763</b>	<b>\$ 1,079,642</b>	<b>\$ 23,452,956</b>

Exhibit A  
Mid-Year Adjustments  
Fiscal Year 2024-25

Account Number	Account Description	Current Budget	Mid-Year Adjustment	Mid-Year Revised Budget
Mid-Year Ammendments				
<b>120 Library</b>				
Expense Adjustment				
12090000.76200	Operating Transfer Out	\$ 221,330	\$ 17,126	\$ 238,456
<b>Total Expense Adjustments</b>		<b>\$ 221,330</b>	<b>\$ 17,126</b>	<b>\$ 238,456</b>
<b>200 PRCS</b>				
Revenue Adjustment				
20071200.54363	Rent Hutchins Street Square	\$ 400,000	\$ 27,680	\$ 427,680
<b>Total Revenue Adjustments</b>		<b>\$ 400,000</b>	<b>\$ 27,680</b>	<b>\$ 427,680</b>
Expense Adjustment				
20071200.71001	Regular Employee Salary	\$ -	\$ 27,680	\$ 27,680
20070001.76200	Operating Transfer Out	\$ 1,673,180	\$ 85,403	\$ 1,758,583
<b>Total Expense Adjustments</b>		<b>\$ 1,673,180</b>	<b>\$ 113,083</b>	<b>\$ 1,786,263</b>
<b>270 CDD</b>				
Expense Adjustment				
27080000.72450	Misc. Professional Services	\$ 10,000	\$ 1,540,000	\$ 1,550,000
27081000.72450	Misc. Professional Services	\$ 330,000	\$ 260,000	\$ 590,000
27082000.71001	Regular Employee Salary	\$ 164,780	\$ 76,200	\$ 240,980
27080000.76220	Operating Transfer Out	\$ 521,580	\$ 32,790	\$ 554,370
27082000.72450	Misc. Professional Services	\$ 153,974	\$ 6,026	\$ 160,000
<b>Total Expense Adjustments</b>		<b>\$ 1,180,334</b>	<b>\$ 1,915,016</b>	<b>\$ 3,095,350</b>
<b>500 -508 Electric Utility</b>				
Expense Adjustment				
50060001.71001	Regular Employee Salary	\$ 1,322,010	\$ 108,990	\$ 1,431,000
50061000.71001	Regular Employee Salary	\$ 620,710	\$ 105,110	\$ 725,820
50061500.71001	Regular Employee Salary	\$ 1,422,450	\$ 122,550	\$ 1,545,000
50064100.71188	Personnel Transfer Recovery	\$ (1,076,400)	\$ (813,950)	\$ (1,890,350)
50465300.72920	Public Benefits Program	\$ 391,940	\$ (54,200)	\$ 337,740
50060500.72901	Bulk Power Generation	\$ 37,263,770	\$ (2,558,140)	\$ 34,705,630
50199000.77020	Capital	\$ 6,634,404	\$ (237,103)	\$ 6,397,301
50599000.77020	Capital	\$ 1,010,052	\$ (200,002)	\$ 810,050
50060001.76220	Operating Transfer Out	\$ 3,410,690	\$ 231,313	\$ 3,642,003
<b>Total Expense Adjustments</b>		<b>\$ 50,999,626</b>	<b>\$ (3,295,432)</b>	<b>\$ 47,704,194</b>

Exhibit A  
 Mid-Year Adjustments  
 Fiscal Year 2024-25

Account Number	Account Description	Current Budget	Mid-Year Adjustment	Mid-Year Revised Budget
Mid-Year Ammendments				
<b>300-315 Streets</b>				
Expense Adjustment				
30156001.76220	Operating Transfer Out	\$ 567,110	\$ 33,387	\$ 600,497
30099000.77020	Capital	\$ 118,561	\$ 24,000	\$ 142,561
30299000.77020	Capital	\$ 369,366	\$ 160,000	\$ 529,366
30399000.77020	Capital	\$ -	\$ 25,000	\$ 25,000
<b>Total Expense Adjustments</b>		<b>\$ 567,110</b>	<b>\$ 33,387</b>	<b>\$ 600,497</b>
<b>530-531 Wastewater</b>				
Expense Adjustment				
53053001.76220	Operating Transfer Out	\$ 1,371,620	\$ 83,292	\$ 1,454,912
<b>Total Expense Adjustments</b>		<b>\$ 1,371,620</b>	<b>\$ 83,292</b>	<b>\$ 1,454,912</b>
<b>565-594 PCE Rate Abatement</b>				
Expense Adjustment				
56599000.77020	Capital	\$ 576,296	\$ 215,000	\$ 791,296
<b>Total Expense Adjustments</b>		<b>\$ 576,296</b>	<b>\$ 215,000</b>	<b>\$ 791,296</b>
<b>560-561 Water</b>				
Expense Adjustment				
56052001.76220	Operating Transfer Out	\$ 1,457,550	\$ 94,850	\$ 1,552,400
<b>Total Expense Adjustments</b>		<b>\$ 1,457,550</b>	<b>\$ 94,850</b>	<b>\$ 1,552,400</b>
<b>600 Transit</b>				
Expense Adjustment				
60054101.71001	Regular Employee Salary	\$ 331,540	\$ 5,580	\$ 337,120
60054101.76200	Operating Transfer Out	\$ 280,940	\$ 19,707	\$ 300,647
<b>Total Expense Adjustments</b>		<b>\$ 612,480</b>	<b>\$ 25,287</b>	<b>\$ 637,767</b>
<b>641-648 Vehicle and Equipment Replacement</b>				
Expense Adjustment				
64399100.77040	Vehicles	\$ 294,000	\$ 60,000	\$ 354,000
64299100.77030	Vehicles	\$ 105,000	\$ 18,000	\$ 123,000
<b>Total Expense Adjustments</b>		<b>\$ 399,000</b>	<b>\$ 78,000</b>	<b>\$ 477,000</b>



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**COUNCIL COMMUNICATION**

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**AGENDA TITLE:**

Receive and File a Verbal Report on the Finance Divisions Observations (CM)

**MEETING DATE:**

April 1, 2025

**PREPARED BY:**

Bobby Magee, Interim Assistant City Manager

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**RECOMMENDED ACTION:**

Receive and File a Verbal Report on the Update of the Finance Divisions Observations.

**BACKGROUND INFORMATION:**

In December 2024, the City Manager directed staff to study the operational aspects of the three Finance divisions: Accounting, Budget, and Revenue Services. Initial observations included over 50 items recommended by staff as functional areas, processes, and current workload efforts that could be improved upon. On February 11, 2025, staff presented many of the observations based on the highest priority determined through a risk assessment. During this meeting, the City Council requested staff return with an update on the activities.

Each of the priority items was assessed by attaching a risk factor associated with taking no further action. Once the risk factor was applied, a priority list of projects was developed and documented for future action. Staff has already taken corrective action on several of the identified tasks, with many more currently in progress. Some of the items continue to be multiple months or years in arrears.

Staff has developed a verbal presentation to discuss the various activities addressing several of the higher-priority items, and continued recovery plans for items currently in arrears.

**STRATEGIC VISION:**

3A. Fiscal Health: Promote City's transparency & fiscal fluency.

**FISCAL IMPACT:**

There is no fiscal impact to receiving and filing the verbal report.

**FUNDING AVAILABLE:**

Not applicable.

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Scott R. Carney  
City Manager

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# COUNCIL COMMUNICATION

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