

# Agenda Report

October 20, 2014

**TO:** Honorable Mayor and City Council

**THROUGH:** Finance Committee

**FROM:** Department of Public Works

**SUBJECT: APPROVE JOURNAL VOUCHER AMENDING PROJECTS IN THE FISCAL YEAR 2015 CAPITAL IMPROVEMENT PROGRAM BUDGET**

## **RECOMMENDATION:**

It is recommended that the City Council approve a journal voucher with a net increase of \$369,822 amending 15 projects in the Fiscal Year 2015 Capital Improvement Program Budget as detailed in the Fiscal Impact section of this report.

## **PASADENA CENTER OPERATING COMPANY RECOMMENDATION:**

On August 27, 2014, the Pasadena Center Operating Company recommended appropriating \$200,000 in Pasadena Center Operation Company – Facility Restoration Fund to the Restoration and Renovation of the Civic Auditorium Exhibition Hall project in the Fiscal Year 2015 CIP Budget.

## **BACKGROUND:**

As part of the process to update the CIP budget, the Department of Public Works has completed this report detailing necessary budget adjustments. The budget adjustments are needed due to changes in the status of various capital projects. The budgetary changes to the projects are listed below and must be recognized through the City's journal voucher process to formalize the changes. The changes are summarized in Attachment A.

1. **Restoration and Renovation of the Civic Auditorium Exhibition Hall** – The Pasadena Center Operating Company recommends appropriating \$200,000 in Pasadena Center Operating Company – Facility Restoration Fund to this project. These funds will be used for the installation of sprinklers, an alarm system and other life safety items to ensure the safety of the Exhibition Hall and its users.

2. **Intelligent Transportation System (ITS) Equipment Upgrades/Replacement FY 2011 - 2015 (75906)** – The Department of Transportation recommends appropriating \$20,353 in Private Capital received as a condition of development to this project. These funds were the developers' fair share for the installation of the traffic signal at the intersection of Fillmore Street and Raymond Avenue.
3. **City Fiber Network Expansion (71212)** - The Department of Information Technology (DoIT) recommends appropriating \$48,472 in Library Services Fund to this project to provide fiber connectivity to the Santa Catalina Library. This branch library has been identified as a prime candidate for connectivity to the City's fiber ring. The fiber connection will significantly boost the bandwidth available to branch patrons and eliminate ongoing monthly costs for leased lines. In addition, DoIT recommends appropriating \$49,262 in Telecommunications Fund to this project. Under its 2001 franchise agreement with the City, Altrio Communications was required to provide funding to the City in support of community network connectivity, comparable to Charter Communications' Institutional Network (I-Net) requirement. Of the funds paid by Altrio to the City, \$49,262 was unspent and has been held in the Telecommunications Fund. This appropriation will support installation of fiber connections to City facilities.
4. **DoIT Equipment Lifecycle Replacement FY 2015 – 2019 (71157)** – DoIT recommends appropriating to this project \$256,472 in General Fund, \$186,806 in Computing and Communication Fund, and \$30,581 in Library Services Fund from the DoIT Equipment Replacement (71127) project to the DoIT Equipment Lifecycle Replacement FY 2015 – FY 2019 (71157) project. As part of the FY 2015 Capital Improvement Program budget process, a new DoIT equipment lifecycle replacement project was created for a five-year period through and inclusive of FY 2019. This new project (71157) was intended to replace the old DoIT Equipment CIP (71127) project which had been in use since 2005. Because of this, DoIT recommends closing CIP 71127 and transferring the remaining balance to the new DoIT Equipment CIP project (71157) so planned technology initiatives can continue without the administrative burden of managing two separate CIP projects.
5. **Building Preventive Maintenance FY 2011- 2015 (73901)** – The Department of Public Works recommends appropriating \$48,015 in Private Capital received from T-Mobile as a lease payment for the placement of a cell tower on the upper parking lot at the City Yards. These funds will be used for security upgrades and enhancements such as security cameras, card access readers, and security gates at the City Yards.
6. **Sidewalk Improvement Program – Citywide (73604)** - The Department of Public Works recommends appropriating \$48,635 in Private Capital to this project. These are funds have been collected from property owners as their share to repair sidewalks along the frontage of their property. This appropriation will allow the next phase of repairs to take place in FY 2015.

7. **Preventive Maintenance – Curb and Gutters FY 2011 – 2015 (76903)** – The Department of Public Works recommends appropriating \$240,107 in Private Capital to this project. These funds have been collected from property owners and developers as a condition of development or sale of the property. This appropriation will be used for repairs to drive aprons, curbs and gutters and for the construction of curb ramps.
8. **Preventive Maintenance – Asphalt Streets FY 2011 - 2015 (73901)** – The Department of Public Works recommends appropriating \$106,000 in Private Capital to this project as a condition of development from Hines MP Foothill LLC. These funds are reimbursement to the City for the costs to install a second left turn lane on Sierra Madre Villa Avenue at Foothill Boulevard, and to pay for a portion of the resurfacing of Foothill Boulevard.
9. **Improvement of Green St. – Orange Grove Blvd. to Hill Ave. (73927)** – The Department of Public Works recommends appropriating \$2,994 in Proposition 1B from interest earnings to this project. The State of California required all Proposition 1B dollars be spent by June 30, 2014. On June 30, 2014 Pasadena Proposition 1B Fund (#234) had a remaining balance of \$2,994 of interest earnings. This action will allow the Department of Public Works to use its entire Proposition 1B allotment and not return any to the State. This action will also zero out the Proposition 1B fund and allow it to be closed. The Finance Department will make a post-closing entry for FY 2014.
10. **Traffic Signal Indication Safety Improvements – Phase I (75709)** – The Department of Public Works recommends unappropriating \$199,360 in Proposition 1B Fund from this project. This action will clean-up an administrative oversight and correct the project budget. These funds were transferred to the Improvement of Green St. – Orange Grove Blvd. to Hill Ave. project in FY 2014 but never removed from this project.
11. **Brookside Play Equipment Safety Replacement (77365)** – The Department of Public Works recommends appropriating \$59,880 in Residential Impact Fees to this project and unappropriating \$173,470 in Proposition 40 (Parks) from this project. This project was completed under budget; however, the City received less grant funding than originally anticipated. The City was awarded \$1 million in Proposition 40 funding for this project but only received \$826,530. This action will correct the budget and allow the project to be closed.
12. **Civic Center Mid-Town Public Improvements and Related Components (73200)** - The Department of Public Works recommends appropriating \$134,306 in Street Occupancy Fees to this project so it can be closed. This nearly \$4.6 million project was completed in the spring of 2012 and went over budget due to the addition of concrete and brick work that was not part of the original project scope.
13. **La Loma Bridge – Rehabilitation (73124)** – The Department of Public Works recommends appropriating \$475,000 in Sewer Fund and \$200,000 in Gas Tax to

this project, and unappropriating \$1,386,824 in Federal Highway Bridge Program funding. The City has been notified that it will receive less Federal Highway Bridge Program funding than originally anticipated and appropriated to this project.

**14. Fuel Island Automatic Refueling System Upgrade (71544)** – The Department of Public Works recommends appropriating \$22,593 in Fleet Maintenance Fund to this project. The project scope included an upgrade to the City’s fuel island’s web-based automatic refueling system (Orpak) located at the City Yards. The project budget did not include the cost of the necessary electrical upgrades to support the upgraded system. This project has been completed and this appropriation will allow the project to be closed.

**15. Area H Improvements - Central Arroyo Seco** – The Department of Public Works recommends amending the project description to remove “permanent sports lighting” from the scope of the project and reducing the total estimated cost from \$5.6 million to \$4.7 million. Eliminating the permanent lighting will allow for maximum versatility in the use of the turf area. This project is currently unfunded.

**COUNCIL POLICY CONSIDERATION:**

All of the above projects and actions address City Council’s goals to maintain fiscal responsibility and stability and improve, maintain, and enhance public facilities and infrastructure. All of the projects have been found consistent with the General Plan.

**ENVIRONMENTAL ANALYSIS:**

As work for each project moves through the City’s approval process, the appropriate environmental analysis will be conducted and brought to the City Council.

**FISCAL IMPACT:**

The cumulative result of these recommendations will increase the FY 2015 CIP budget by \$369,822. The specific funding sources are listed below, and Attachment A shows the detailed changes to each project.

Fund	Preliminary Fund Balance June 30, 2014	Revenues			Appropriations
		Use of Fund Balance	Proposed Amendments	Net New Resources	Proposed Amendments
PCOC - Facility Restoration Fund	2,395,786	200,000	0	0	200,000
Private Capital – Various	N/A	N/A	0	463,110	463,110
Library Services Fund (212)	2,815,705	79,053	0	0	79,053
Telecommunications Fund (408)	246,000	49,262	0	0	49,262
General Fund (101)	9,155,085	256,472	0	0	256,472
Computing and Communication Fund (501)	591,182	186,806	0	0	186,806
Proposition 1B (234)	2,994	(196,366)	0	0	(196,366)
Residential Impact Fees Fund (304)	5,152,780	59,880	0	0	59,880
Prop 40 State Urban Parks Grant	N/A	N/A	(173,470)	0	(173,470)
Street Occupancy Rental Fees	273,010	134,306	0	0	134,306
Sewer Maintenance and Construction Fund (205)	2,350,592	475,000	0	0	475,000
Gas Tax (210)	1,201,402	200,000	0	0	200,000
Highway Bridge Program Funds	N/A	N/A	(1,386,824)	0	(1,386,824)
Fleet Maintenance Fund (503)	2,368,280	22,593	0	0	22,593
<b>Fiscal Impact Total</b>	<b>26,552,816</b>	<b>1,467,006</b>	<b>(1,560,294)</b>	<b>463,110</b>	<b>369,822</b>

Respectfully submitted,




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