

Agenda Report

April 12, 2021

TO: Honorable Mayor and City Council
THROUGH: Finance Committee (April 12, 2021)
FROM: Department of Public Works
SUBJECT: **AMENDMENTS TO FISCAL YEAR 2021 CAPITAL IMPROVEMENT PROGRAM BUDGET**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed actions are not "projects" as defined in the California Environmental Quality Act (CEQA), Public Resources Code Section 21065 and Section 15378(b)(4) and (5) of the State CEQA Guidelines and, as such, are not subject to environmental review; and
2. Amend the Fiscal Year (FY) 2021 Capital Improvement Program (CIP) Budget as detailed in Attachment A of this report.

BACKGROUND:

Throughout the FY, the Department of Public Works in conjunction with other impacted departments review active CIP projects to determine if budgetary changes are needed. Staff has completed this report detailing needed budget adjustments. The budgetary changes to the projects are listed below.

1. **Public Works Building – Seismic Upgrade (71915)** – The Department of Public Works recommends moving this Future Unfunded project in the FY 2021 CIP budget to the active Municipal Buildings section of the budget. See Attachment B. This project has a total estimated project cost of \$925,674, and will provide for the seismic retrofit of the City Yard Public Works Building by bringing the building up to the latest seismic standards.

Staff recommends appropriating \$105,000 in FEMA Hazard Mitigation Grant funds and transferring \$23,342 from the Public Works Operating Budget as a local match to this project, for a total of 128,342. The City was approved for this grant in the amount of \$649,315 for the seismic retrofit of the Public Works building at the City Yards.

This appropriation is for the design portion of the project anticipated to be completed by June 2022. The total local match for the design phase is \$35,000. Staff will return with the additional \$11,658 when funds are identified. The construction dollars will be awarded upon completion of the design.

2. **Miscellaneous Sidewalk Repair Program (73940)** – The Department of Public Works recommends recognizing and appropriating \$331,787 in Private Capital to this project. These funds have been collected from property owners and developers as conditions of development or sales of the property. This appropriation will be used for sidewalk repairs in FY 2021.
3. **Curb Ramp ADA Improvements FY 2021 (73936)** – The Department of Public Works recommends recognizing and appropriating \$5,000 in Private Capital from ALS Auto Service Center. This was a flat fee for the reconstruction of the curb ramp at southwest corner of Altadena Drive and Villa Street which was completed in FY 2021.
4. **Resurfacing and Slurry Seal FY 2017 – 2018 (73920)** – The Department of Public Works recommends recognizing and appropriating \$98,883 in Private Capital from various developers as conditions of development. This project was completed in FY 2019. This action will fully recognize the funding on the project and will allow it to be closed.
5. **Tree Replacement/Planting FY 2017 – 2021 (78958)** – The Department of Public Works recommends recognizing and appropriating \$14,326 in Private Capital from developers and residents for various tree related activities and expenses. These funds will be used to plant trees as part of the FY 2021 tree planting.
6. **NPDES – Storm Water Pollution Prevention Program (76290)** – The Department of Public Works recommends recognizing and appropriating \$2,578 in Private Capital from San Gabriel Council of Governments as reimbursement to the City for a Storm Water Study that was completed in FY 2016. This action will fully recognize the funding on the project and will allow this project to be closed.
7. **Sewer System Capacity Upgrades FY 2016 – 2020 (76909)** – The Department of Public Works recommends recognizing and appropriating \$140,525 in Private Capital from various developers for sewer capacity deficiencies. This project was completed in FY 2020. This action will fully recognize the funding on the project and will allow it to be closed.
8. **Desiderio Park – Development of New Park (78054)** – The Department of Public Works recommends appropriating \$7,503 in Residential Impact Fee (West) to this project. This project went slightly over budget due to legal expenses the City accrued related to legal dispute between the construction contractor and its subcontractor. This appropriation will allow this project to be closed.
9. **Citywide Facilities Improvements – Jackie Robinson Center and La Pintoresca Library (71912)** – The Department of Public Works recommends appropriating \$50,000 in Building Preventative Maintenance Fund to this project. The scope of the work at the Jackie Robinson Center (JRC) increased to include the temporary-

relocation cost of the Health Department staff working at JRC, the installation of a new fire alarm panel and new insulation above the ceiling. This appropriation will cover these expenses and allow the portion of the project at JRC to be completed. The work at La Pintoresca Library will be recommended for funding and will begin in FY 2022.

10. **Pedestrian Crossing Enhancements Program FY 2021 – 2025 (75112)** – The Department of Transportation recommends transferring \$63,786 in CDBG funding from the *Pedestrian Crossing Enhancements Program FY 2016 – 2020 (75083)* project to this project, and increasing the budget by a like amount. These dollars were inadvertently left on the previous phase of the project. This transfer will allow 75083 to be closed and the work to be completed under the next phase of this project.
11. **Complete Street Project – Union Street Cycle Track (75087)** - The Department of Transportation recommends unappropriating \$1,312,123 in MTA Grant – CMAQ from this project. This grant amount was appropriated to the project in FY 2019. However, the funding source later changed to ATP Augmented (SCAG) funds and were appropriated to the project in FY 2020. The CMAQ dollars were never unappropriated. This administrative action will correct the project budget in Tyler Munis.
12. **South Lake Ave. Pedestrian Access Improvements to Gold Line Station (75106)** – The Department of Transportation recommends unappropriating \$410 in MTA Grant – Proposition C from this project. The funding agreement with Metro was slightly less than originally appropriated. This action will correct the project budget and the City's financial records to match the funding agreement with Metro.
13. **Traffic Signal at Fair Oaks Ave. and Bellevue Dr. (75098)** – The Department of Transportation recommends unappropriating \$699,000 in Traffic Reduction Fees from this project. This project received Measure R Mobility Improvement Program Grant funds in FY 2020 and therefore, this project no longer needs the Traffic Reduction Fees. Construction of this traffic signal will begin in FY 2022.
14. **Left Turn Phasing at San Gabriel Blvd. and California Blvd. (75109)** – The Department of Transportation recommends transferring \$50,000 in Traffic Reduction Fees from *Transportation System Safety Enhancements Project (75089)* to this project and increasing the budget for a like amount. During construction there were several unforeseen conditions that required additional funding such as utility obstructions required special foundation design by structural engineer, and additional concrete repairs of damaged sidewalks and curb ramps. This action will correct this project budget and allow 75089 to be closed.
15. **Sunset Reservoir Improvements (1075)** - The Water and Power Department recommends transferring \$300,000 in Water Fund from *Computerized Maintenance Management System (1089)* and \$100,000 in CIC Funding from *Meters and Services FY 2020 - 2024 (1081)* for a total of \$400,000 to the project, and increasing the budget for a like amount. This transfer is necessary to continue the basis of design work including environmental, permitting, field survey, geotechnical investigations and to begin the design. Appropriations remaining in the *Computerized Maintenance Management System (1089)* project will be sufficient to complete the work plan for FY 2021. Remaining appropriations for *Meters and Services FY 2020 - 2024 (1081)* will

be sufficient to complete the defined work in FY 2021. However, staff may request additional appropriations in future years when designs are completed and construction is scheduled to begin for these projects.

16. **Reservoir Improvements (1093)** - The Water and Power Department recommends transferring \$65,000 in Water Fund from *Water System and Resources Plan (1077)* and \$35,000 in CIC Funding from *Meters and Services FY 2020 - 2024 (1081)* for a total of \$100,000 to the project, and increasing the budget for a like amount. This transfer is necessary to complete work being done to correct the underdrain at Jones Reservoir and to complete other reservoir improvements. The *Water System and Resources Plan (1077)* project was completed under budget during FY 2021 and will be closed. Remaining appropriations for *Meters and Services FY 2020 - 2024 (1081)* will be sufficient to complete the defined work in FY 2021. However, staff may request additional appropriations in future years when designs are completed and construction is scheduled to begin for these projects.
17. **Booster Improvements (1073)** – The Water and Power Department recommends transferring \$30,000 in CIC Funding from *Meters and Services FY 2020 - 2024 (1081)* and \$20,000 from *Reservoir Improvements - Legacy (1037)*, for a total of \$50,000 to this project, and increasing the budget for a like amount. The appropriation is needed to complete the Ross Booster design. The *Reservoir Improvements - Legacy (1037)* project is expected to be completed under budget. Remaining appropriations for *Meters and Services FY 2020 - 2024 (1081)* will be sufficient to complete the defined work in FY 2021. However, staff may request additional appropriations in future years when designs are completed and construction is scheduled to begin for these projects.
18. **Customer Driven Meters and Services (1003)** - The Water and Power Department recommends appropriating \$123,000 in Water Fund to this project. This appropriation is needed for the customer requested and customer paid installation of mains, meters, and services for new building, construction, and development projects. This project will close and the future work plans will be completed in the replacement project, *Customer Driven-Mains, Meters and Services (1082)*. Funding for the additional appropriation will be provided by charges to customers for actual costs incurred by the Water division.
19. **Customer Driven-Mains, Meters, and Services – FY 2020 - 2024 (1082)** - The Water and Power Department recommends appropriating \$2,000,000 in Water Fund to this project which is a 200 percent increase. The original work plan for FY 2021 was to spend \$1 million dollars. However, year-to-date expenditures through February 2021 is \$1.2 million. The additional appropriation request is due to the South Arroyo main replacement and related projects for hydraulic support (fire protection) to this section of the City which is receiving significant redevelopment activity. Funding for the additional appropriation will be provided by charges to customers for actual costs incurred by the Water division.
20. **Local Non-Potable Water Project (1095)** - The Water and Power Department recommends transferring \$130,000 in Water Fund from *Non-Potable Water Project (1013)* and increasing the budget for a like amount. This transfer is necessary to

complete work being done on the irrigation water program. Appropriations remaining in *Non-Potable Water Project* (1013) will be sufficient to complete the work plan in FY 2021.

- 21. Receiving Station 35kV Upgrades (3262)** - The Department of Water and Power recommends transferring \$90,490 in Power Fund from *Substation Capacitor Banks* (3015), \$31,578 in Power Fund from *Switchgear Upgrades for Power System Facilities* (3090), \$200,000 in Power Fund from *Substation and Dispatch Facilities Improvements - Legacy* (3181), and \$252,690 in Power Fund from *Protection and Control Upgrades* (3208) for a total of \$574,758 to this project, and increasing the budget by a like amount. The appropriation is needed to provide for Santa Anita control house battery chargers and capacitor bank 4 interrupter capital improvements. The *Substation Capacitor Banks* (3015), the *Switchgear Upgrades for Power System Facilities* (3090), and *Protection and Control Upgrades* (3208) projects were completed under budget during FY 2021 and will be closed. The *Substation & Dispatch Facilities Improvements - Legacy* (3181) project expenses are under budget and the project is expected to be complete at the end of FY 2021 or early FY 2022.
- 22. Santa Anita 17kV Substation Upgrades (3261)** - The Department of Water and Power recommends transferring \$100,603 in Power Fund from *Citywide Fiber Optic Communication System - Legacy* (3143), \$150,000 in Power Fund from *Power System Cable and Transformer Test Equipment* (3021), and \$200,000 in Power Fund from *Substation and Dispatch Facilities Improvements - Legacy* (3181) to this project for a total of \$450,603, and increasing the budget by a like amount. The appropriation is needed to provide for field and engineering labor increases as a result of unanticipated as-built drawing and equipment issues. The *Citywide Fiber Optic Communication System* (3143) and *Power System Cable and Transformer Test Equipment* (3021) projects were completed under budget in FY 2021 and will be closed. The *Substation & Dispatch Facilities Improvements - Legacy* (3181) project expenses are under budget and the project is expected to be completed at the end of FY 2021 or early FY 2022.
- 23. Emergency Transmission and Distribution System Replacements (3222)** - The Department of Water and Power recommends transferring \$1,000,000 in Power Fund from *Seismic Upgrade of Power Facilities* (3196) to this project, and increasing the budget by a like amount. The appropriation is needed due to the magnitude of unanticipated failures of equipment caused by the COVID pandemic. The *Seismic Upgrade of Power Facilities* (3196) project scope has changed to align with the initiatives of the Power Delivery Master Plan, deferring the work on the seismic remediation of the switch racks at T.M. Goodrich and Santa Anita. The remaining appropriations are sufficient to complete the balance of the work plan in FY 2021.
- 24. Fire Threat Mitigation Tier 2 Areas (3258)** - The Department of Water and Power recommends transferring \$600,000 in Power Fund from the *Fire Threat Mitigation Tier 3 Areas* (3257) to this project, and increasing the budget by a like amount. The appropriation is needed because investigation into the Tier 2 area revealed a larger than anticipated number of power poles requiring replacement to reduce the risk of fire. The *Fire Threat Mitigation Tier 3 Areas* (3257) scope has been reduced and will

not require the full appropriation this fiscal year due to pending approval of a recommendation to underground the Tier 3 areas. Tier 3 funding in future years will be requested as the project scope is finalized.

25. **Installation of High Voltage Electrical Services (3220)** – The Department of Water and Power recommends transferring \$600,000 in Power Fund from *Substation and Dispatch Facilities Improvements - Legacy* (3181) to this project and increasing the budget by a like amount. The appropriation is needed to provide for electric service connections for private property transformers which are driven by customer demand. The *Substation & Dispatch Facilities Improvements - Legacy* (3181) project expenses are under budget and the project is expected to be completed at the end of FY 2021 or early FY 2022.
26. **Installation of Low Voltage Electrical Services (3221)** – The Department of Water and Power recommends transferring \$1,200,000 in Power Fund from the *Transmission System Enhancements* (3195) to this project and increasing the budget by a like amount. The appropriation is needed to provide for electric service connections for low voltage services which are driven by customer demand. Appropriations remaining in the *Transmission System Enhancements* (3195) project will be sufficient to cover the FY 2021 work plan for transmission equipment replacements with Southern California Edison.
27. **4kV Distribution System Conversion (3191)** - The Department of Water and Power recommends transferring \$72,429 in Power Fund from *4kV to 17kV Distribution System Conversions FY 2020 – 2024* (3227) to this project, and increasing the budget by a like amount. The appropriation is needed to cover year end close-out expenses which were higher than expected. The *4kV to 17kV Distribution System Conversion* (3227) project is the continuation of *4kV Distribution System Conversion* (3191) so the expenses align with project goals and there are sufficient appropriations remaining to complete the work plan. The legacy project (3191) will be closed during FY2021.
28. **Power Distribution Capacity and Reliability Program (3161)** - The Department of Water and Power recommends transferring \$134,997 in Power Funds from *Replacement and Upgrade of Electrical Substructures* (3185) and \$215,000 in Power Fund from *Conductor Replacement Program FY 2020 - 2024* (3226) for a total of \$349,997 to this project, and increasing the budget by a like amount. The appropriation is needed for higher than anticipated costs to replace four double bus distribution switches at the Santa Anita Substation: The *Replacement and Upgrade of Electrical Substructures* (3185) project was completed under budget during FY 2021 and will be closed. The *Conductor Replacement Program* (3226) will have sufficient appropriations to complete FY 2021 work plans.
29. **Customer Load Research Program FY 2020 - 2024 (3241)** - The Department of Water and Power recommends transferring \$200,000 from the Power Fund from *Water and Power Warehouse Modernization* (3175) to this project and increasing the budget by a like amount. This project went over budget due to higher than anticipated costs to upgrade the 2G meters to 4G technology and the replacement of wired meters to wireless technology. The additional appropriation will cover the higher costs and additional meter replacements as needed in the work plan. Appropriations remaining in

Water and Power Warehouse Modernization (3175) will be sufficient to complete the work plan for FY 2021.

Rose Bowl Operating Company Amendments

On January 28, 2021, the Rose Bowl Operating Company (RBOC) approved the amendment to the following CIP project:

30. Brookside Golf Course and Clubhouse Preventative Maintenance – The RBOC recommends appropriating \$150,000 in RBOC Restricted Capital Fund to this project for the following two sub-projects:

- **John Wells Golf Shop Repairs/Upgrades – Appropriate \$100,000**
In December 2020, the long standing tenant for the John Wells Golf Shop vacated the building. For the first time in nearly 40 years, the space for the golf shop is completely empty of retail and merchandise products and furniture. This has given the RBOC staff a unique opportunity to complete some necessary deferred maintenance (flooring, ceiling, lighting, electrical, IT, wall repairs, etc.) in the space. This appropriation will give the RBOC the funds to make these updates and improvements expeditiously so staff utilize this revenue generating space.
- **Fire Systems Repairs/Upgrades – Appropriate \$50,000**
The Pasadena Fire Department identified a list of deferred maintenance items at Brookside Clubhouse that must be completed. The work includes updates to the existing boiler room and updates to the existing post indicator valve connected to the building. In addition, the fire sprinkler systems will be inspected. All work must be completed to stay compliant with the fire regulations.

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.

ENVIRONMENTAL ANALYSIS:

CEQA excludes from environmental analysis those actions that are not "projects" as defined by State CEQA Guidelines Section 15378. That section excludes from the definition of "project" the creation of government funding mechanisms and fiscal activities which do not yet commit the lead agency to any specific project, and also excludes organizational or administrative governmental activities that do not result in physical changes to the environment. The actions proposed herein are budgetary and part of the City's normal administrative process as it takes early steps to prepare for the possibility of undertaking a project, and therefore they are not yet "projects" as defined by CEQA. As the City becomes more certain it will undertake one of the projects, and before it commits itself to the project,

the appropriate environmental analysis will be conducted and brought to the appropriate City body for approval.

FISCAL IMPACT:

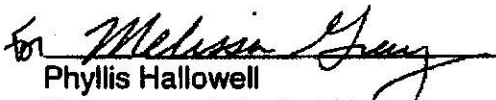
The cumulative result of these recommendations will increase the FY 2021 CIP budget by \$1,240,411. The specific funding sources for the budget amendments are listed on Attachment A.

Respectfully submitted,




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