

STAFF REPORT

DATE: FEBRUARY 8, 2012

TO: PLANNING COMMISSION

FROM: STEPHANIE DEWOLFE, AICP, DEPUTY DIRECTOR OF PLANNING

SUBJECT: NEW PROJECTS FOR INCLUSION IN THE RECOMMENDED CAPITAL IMPROVEMENTS PROGRAM (CIP) FY 2013-2017 AND GENERAL PLAN CONSISTENCY FINDINGS

RECOMMENDATION:

It is recommended that the Planning Commission recommend to the City Council that two new projects proposed for inclusion in the Capital Improvements Program for FY2013-2017 are consistent with the City of Pasadena's General Plan (Attachment 1).

SUBCOMMITTEE RECOMMENDATION:

The Planning Commission CIP Sub-committee met with Planning, Public Works, and Finance Department staff on January 26, 2012 to review the CIP and determine if the proposed projects are consistent with the City's General Plan. The subcommittee unanimously found the new projects to be consistent with the intent of the General Plan.

BACKGROUND:

State law requires planning agencies to review a city's Capital Improvement Program (CIP) for consistency with the General Plan. Also, Section 2.105 of the Municipal Code authorizes the Planning Commission to make recommendations on matters which affect implementation of the General Plan and the "orderly physical development of the city," including capital improvements.

The 2013-2017 CIP budget includes 300 projects previously approved, and two new projects that are being proposed for new budget allocations. The entire recommended CIP FY2013-2017 will be submitted to the City Council for review and approval before the end of FY2012.

The first project is the *Upgrade of the Citywide Financial System* (valued at \$1,500,000) in the Technology Projects category. This project provides for the upgrade and integration of the citywide financial system. The scope of the project includes analysis, selection, purchase, and implementation of software and hardware necessary to integrate and update the City's financial system.

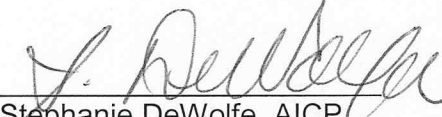
The second project is the *Citywide Windstorm Restoration on Arterial and Major Collector Streets* (valued at \$800,000) in the Streets and Streetscapes category. This project provides for the repair and/or replacement of traffic signals, street lights, sidewalks, curbs, gutters, driveways, and trees that were damaged on functionally classified roads (major collectors and higher) by the November 30/December 1, 2011 windstorm.

General Plan consistency statements for the two new projects are attached for review (Attachment 1). In general, staff found that these new projects clearly advance the goals and objectives of specific General Plan elements, such as Land Use and Public Facilities Elements. The upgrade of the City's financial system is consistent with Public Facilities Element Policy 202.0 by achieving a high level of public service through more efficient management and greater work productivity. The windstorm repairs are consistent with Public Facilities Objective 5 by providing a high level of maintenance of existing facilities.

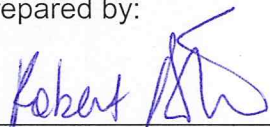
CONCLUSION:

The two new recommended projects for inclusion in the FY 2013-2017 CIP are consistent with the General Plan. The Capital Improvement Program is a critical tool for the orderly physical development of the City. The subcommittee and staff recommendations on the 2013-2017 CIP are designed to strengthen the linkage between General Plan implementation and capital improvement expenditures. A summary table of all new projects is also enclosed (Attachment 2).

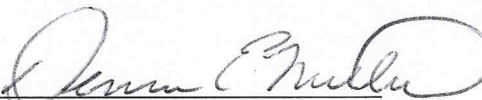
Respectfully submitted:


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Deputy Director of Planning

Prepared by:


Robert Ávila
Planner

Reviewed by:


Denver Miller
Principal Planner

Attachments

1. Recommended FY2013-2017 General Plan Relationship Statements (Consistency Findings)
2. Memorandum, Department of Public Works—Recommended Fiscal Year 2013-2017 Capital Improvement Program (Project Summary Sheets)

**RECOMMENDED GENERAL PLAN CONSISTENCY FINDINGS - ADDENDUM
2013 - 2017 CAPITAL IMPROVEMENT PROGRAM**

| Project Name | Recommended General Plan Consistency Statement |
|---|--|
| Municipal Buildings & Facilities Upgrade of Citywide Financial System | The project is consistent with Public Facilities Element Policy 202.0 by achieving a high level of public service through more efficient management and greater work productivity. |
| Streets and Streetscapes Windstorm Restoration on Arterial and Major/Collector Streets - Citywide | The project is also consistent with Public Facilities Objective 5 by providing a high level of maintenance of existing facilities. |

**MEMORANDUM - CITY OF PASADENA
DEPARTMENT OF PUBLIC WORKS**

DATE: January 23, 2012
TO: Planning Commission
FROM: Brenda Harvey-Williams, Finance and Management Services Administrator *BHW*
RE: General Plan Consistency – Two New CIP Projects

Attached for your review and consideration are two new projects: *Upgrade of Citywide Financial System* and *Windstorm Restoration on Major Collector Streets – Citywide* projects. All new Capital Improvement Program (CIP) projects are brought to the Planning Commission to ensure consistency with the General Plan.

These projects were reviewed by the CIP Subcommittee of the Planning Commission on Thursday, January 26, 2012, and the projects were found to be consistent with the General Plan. Staff members will be present at the meeting to answer any questions you may have concerning these new projects.

Attachments

Distribution List:

| | |
|-------------------------------------|---------------------------|
| Commissioner Mark Persico, Chair | Commissioner Dante Hall |
| Commissioner Andrew Wilson | Commissioner Mic Hansen |
| Commissioner Ann Marie Hickambottom | Commissioner Greg Jones |
| Commissioner Carolyn Naber | Commissioner Louis Nelson |
| Commisisoner Richard Quirk | |

cc: Vincent Bertoni, Director of Planning
Siobhan Foster, Director of Public Works

FY 2013 - 2017 Capital Improvement Program
 Technology Projects
 Upgrade of Citywide Financial System

| Priority | Project No. Description | Total Estimated Costs | Appropriated Through FY 2012 | Recommended FY 2013 | Proposed FY 2014 | Proposed FY 2015 | Proposed FY 2016 | Proposed FY 2017 |
|----------|-----------------------------------|-----------------------|------------------------------|---------------------|------------------|------------------|------------------|------------------|
| | | | | | | | | |
| | General Fund - Designated Reserve | 1,500,000 | 1,500,000 | 0 | 0 | 0 | 0 | 0 |
| | Total | 1,500,000 | 1,500,000 | 0 | 0 | 0 | 0 | 0 |

DESCRIPTION: This project provides for the upgrade and integration of the citywide financial system. The scope of this project includes the analysis, selection, purchase and implementation of software and hardware necessary to integrate and update the City's financial system.

JUSTIFICATION: The City of Pasadena's current financial system was implemented on July 1, 1997 and the current version is no longer supported by the vendor. In addition, various components are not integrated which results in numerous inconsistencies in the financial information provided. The non-integration requires an extremely labor-intensive process to validate the information for accuracy which results in an increased risk of human error.

SCHEDULE: This project will continue in FY 2013.

RELATIONSHIP TO THE GENERAL PLAN: This project is consistent with Public Facilities Element Policy 202.0 by achieving a high level of public service through more efficient management and greater work productivity.

HISTORY: This project was created and fully funded in FY 2012.

Responsible Department:
 Finance Department

FY 2013 - 2017 Capital Improvement Program
 Streets and Streetscapes
 Windstorm Restoration on Arterial and Major Collector Streets - Citywide

| Priority | Project No. Description | Total Estimated Costs | Appropriated Through FY 2012 | Recommended FY 2013 | Proposed FY 2014 | Proposed FY 2015 | Proposed FY 2016 | Proposed FY 2017 |
|----------|--|-----------------------|------------------------------|---------------------|------------------|------------------|------------------|------------------|
| NEW | Windstorm Restoration on Arterial and Major Collector Streets - Citywide | 800,000 | 0 | 0 | 0 | 0 | 0 | 800,000 |
| | Total | 800,000 | 0 | 0 | 0 | 0 | 0 | 800,000 |

DESCRIPTION: This project provides for the repair and/or replacement of traffic signals, street lights, sidewalks, curbs, gutters, driveways, and trees that were damaged on functionally-classified roads (major collectors and higher) by the November 30/December 1, 2011 windstorm.

JUSTIFICATION: This project will return the City's transportation and pedestrian networks damaged by the hurricane-force winds that struck Pasadena on the evening of November 30 and the morning of December 1, 2011 to safe conditions.

SCHEDULE: This project will be completed in FY 2013.

RELATIONSHIP TO THE GENERAL PLAN: This project is consistent with Public Facilities Objective 5 by providing a high level of maintenance of existing facilities.

SPECIAL CONSIDERATION: The Federal Highway Administration (FHWA) provides funding for repairs on arterial and collector streets for damages incurred during emergency situations when the state declares a state of emergency. Governor Brown declared a state of emergency on December 11, 2011. The City of Pasadena is in the process of applying for this funding. Once the grant is secured, the money will be appropriated to this project.

IMPACT ON THE NORTHWEST: Approximately 35 percent of the damage is located in Northwest Pasadena.

HISTORY: This project was created FY 2012 and is currently unfunded.