

Agenda Report

TO: City Council **DATE:** December 13, 2004
THROUGH: Finance Committee
FROM: CITY MANAGER
SUBJECT: AMENDMENTS TO THE FISCAL YEAR 2005 CAPITAL IMPROVEMENT PROGRAM BUDGET

RECOMMENDATION

It is recommended that the City Council:

1. Approve a journal voucher amending 24 projects in the Fiscal Year 2005 Capital Improvement Program as detailed on Attachment A;
2. Recognize and appropriate a Proposition 12 – Forestry and Fire Protection grant in the amount of \$49,813 to the Tree Replacement/Planting (78933) project; and
3. Recognize the Environmental Enhancement and Mitigation grant of \$247,329 and appropriate \$123,704 to the Tree Replacement/Planting (78933) project and \$123,625 to the Habitat Restoration in the Central Arroyo Seco (77372) project.

BACKGROUND

As part of the process to update the Capital Improvement Program (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. **Tree Replacement/Planting (78933)** - Staff has been successful in securing the award of a Proposition 12 – Forestry and Fire Protection grant for \$49,813 and an Environmental Enhancement and Mitigation (EEM) grant of \$247,329. The Proposition 12 grant and \$123,704 of the

EEM grant will be appropriated to this project and provide for the planting of 550 trees over the next three years in parkways around the City.

2. **Habitat Restoration in the Central Arroyo Seco (77372)** – Staff recommends the remaining \$123,625 from the Environmental Enhancement and Mitigation grant be appropriated to this project to fund the rehabilitation and restoration of the Salvia Canyon trail and four trails surrounding Brookside Park.
3. **Preventative Maintenance – Sewer System (76267)** – Staff recommends \$15,000 received from the City of La Canada Flintridge be recognized and appropriated to this project. This money was received pursuant to a sewer maintenance agreement between the City of Pasadena and the City of La Canada Flintridge for the maintenance of the Oak Grove sewer.
4. **East Side Storm Drain (76325)** – Staff recommends \$5,470 in Private Capital be recognized and appropriated to this project. This money was paid to the City by a resident for a private betterment built in conjunction with this project.
5. **Improvements of Alleys and Concrete Streets – City Wide (73876)** – Staff recommends \$360,495 of Traffic Congestion Relief Funds (TCRF) be recognized and appropriated to this project. This appropriation will replace \$96,250 in Sewer Funds and \$264,245 in Commercial Development Fees, both of which will be returned to their respective fund balances. The State Controller's Office notified the City that an additional \$360,496 in Traffic Congestion Relief Funds had been allocated in FY 2003 and had to be appropriated and spent this year or it would be lost. Therefore, staff recommends this money replace the Sewer Fund and Commercial Development Fees appropriated to this project so the TCRF funding will be spent this fiscal year.
6. **Transportation System Improvements – Lake Avenue from North City Limit to California Boulevard – Phase II (75035)** – Staff recommends \$2,000 in Private Capital from Maquire Partners be appropriated to this project. This money was paid as a condition of development for the Western Assets – Plaza Las Fuentes project. The City received a check for \$60,000 but only \$58,000 was appropriated to this project. This appropriation will correct the error.
7. **710 Interim Traffic Improvements on S. Fair Oaks Avenue – Intelligent Transportation System (75027)** – Staff recommends \$10,000 in Private Capital from the development at 22 West Green Street be appropriated to this project. This money was paid as a condition of development for a signal upgrade at Fair Oaks Avenue and Green Street

that is being done as part of this project. This money will replace \$10,000 in Gas Tax that was appropriated to this project. The Gas Tax will be returned to fund balance.

8. **Flashing Yellow Beacon – Del Mar Avenue at Halstead Street (75036)** – Staff recommends \$14,000 in Commercial Development Fees be appropriated to this project. This project provides for the installation of flashing warning beacons at the school crossing at Del Mar and Halstead. This intersection is shared by the City of Pasadena and Los Angeles County. The County is managing this project, and during the design phase the scope was expanded to include additional equipment to improve the operation of the flashing beacons. The City's share of these additional improvements is \$14,000.
9. **Guard Rail Replacement - Various (75459)** – Staff recommends \$4,691 in Street Occupancy Rental Fees funding be appropriated to this project so that it can be closed. This project is complete and was over budget by \$4,691 due to higher than anticipated administrative costs.
10. **Hermosa Road Sanitary Sewer (76537)** – Staff recommends \$4,054 in Sewer Funds be appropriated to this project so that it can be closed. The staff time involved in processing an unanticipated right-of-way acquisition caused the project to come in over budget by \$4,054.
11. **Truck Route Mitigation – South of Freeway (75012)** – Staff recommends \$1,124 in Commercial Development Fees be appropriated to this project so that it can be closed. The installation of signs cost \$1,124 more than anticipated.
12. **Truck Route Mitigation – North of Freeway (75004)** – Staff recommends \$3,063 in Commercial Development Fees be appropriated to this project so that it can be closed. The installation of signs cost \$3,063 more than anticipated.
13. **Kaweah Drive Outlet Drain (76527)** – Staff recommends \$2,500 in Sewer Funds be appropriated to this project so that it can be closed. This project was over budget by \$2,500 due to higher than anticipated administrative costs.
14. **Bikeway Improvements (75328)** – Staff recommends \$5,000 in Private Capital be removed from this project and transferred to the Neighborhood Traffic Management (75210) project. This money was collected as a condition of development for a property at 175 South Lake Avenue and was appropriated to the wrong project. This transfer will correct the error.

15. **Bikeway Improvements (75328)** – Staff recommends \$60,000 in MTA funding be removed from this project. The MTA notified the City that this funding has been deferred until 2007. This item was on the March 8, 2004 CIP clean-up report. At that time, staff removed \$230,000 of MTA funding from this project. However, the deferred amount totals \$290,000. Removing this \$60,000 will correct this oversight.
16. **Fleet Maintenance Building Modification for Compressed Natural Gas Vehicles (71541)** – Staff recommends \$75,000 in Fleet Maintenance Funds be appropriated to this project to expedite the construction schedule. As part of the FY 2005 CIP budget, \$75,000 was appropriated to this project to complete a study and begin construction. By fully funding the project this fiscal year, the schedule can be accelerated and construction completed in early FY 2006.
17. **Central Library HVAC System (71656)** – Staff recommends \$19,077 in Building Maintenance Funds be appropriated to this project so that it can be closed. This project included installing ten thermal energy tanks encased in an underground vault in the library parking lot. When the site was excavated an abandoned oil fuel tank was discovered. This caused the location of the vault to be moved, resulting in additional excavation, labor and contractor costs which caused the project to be over budget by \$19,777.
18. **Police Building Energy Management System (71128)** – Staff recommends \$55,417 in Building Maintenance Funds be appropriated to this project so that it can be closed. The original estimated project cost of \$180,000 was based on hiring a contractor to do this project. When the contractor was brought on board, the Public Works Department was notified by the Police Department that a City staff member had to be present when the contractor worked in the building. Unfortunately, the estimated project cost did not include any staff time. As a result, the overage came from in-house labor costs.
19. **Police Department Electronic System (71130)** – Staff recommends \$4,847 in Building Maintenance Funds be appropriated to this project so that it can be closed. This project is complete and was over budget by \$4,847 due to higher than anticipated administrative costs.
20. **Services from Utility Underground System Private Property Vaults (3001)** – Staff recommends \$1,000,000 in Aid to Construction funds be appropriated to this project. This project provides for service requests for the installation of high and low-voltage cables, transformers, switches, and other equipment in a vault or enclosure provided by the customer. Customers pay for the service prior to the execution of their project request. The private funds are deposited into the Aid to Construction

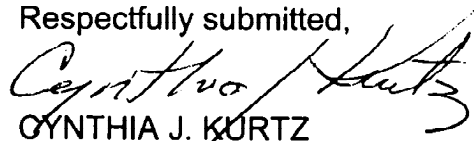
fund. The Water and Power Department is projecting that the available appropriations in FY 2005 to this project will not be adequate to cover the amount of work that will be requested and paid for by customers. As a result, the Water and Power Department is requesting the additional appropriations to ensure it can meet customer demands.

21. **Service from Public Right-Of-Way (3023)** – Staff recommends \$700,000 in Aid to Construction funds be appropriated to this project. This project provides for service requests for high and low-voltage cable, transformers, switches, and other equipment on streets or rear property pole lines. Customers pay for the service prior to the execution of their project request. The private funds are deposited into the Aid to Construction fund. The Water and Power Department is projecting that the available appropriations in FY 2005 to this project will not be adequate to cover the amount of work that will be requested and paid for by customers. As a result, the Water and Power Department is requesting the additional appropriations to ensure it can meet customer demands.
22. **Work Management System (3140)** – Staff recommends \$85,000 in Power Funds be appropriated to this project. As part of the FY 2005 CIP budget, \$90,000 was appropriated to this project. Since then, the scope of work has expanded to include maintenance software for overhead and underground distribution field operations.
23. **Distribution Line Operation and Maintenance Service (3161)** – Staff recommends \$1,800,000 in Power Funds be appropriated to this project. For years, a significant portion of customer driven projects were classified as direct capital projects not associated with any Budget in the CIP. In FY 2005, the Water and Power Department reclassified these projects by the type of work performed. This action resulted in the use of existing appropriations under this budget account which utilized the FY 2005 appropriations. This additional funding will allow staff to continue with the work planned for FY 2005.
24. **Power Meter Installation and Replacement Program (3173)** – Staff recommends \$300,000 in Power Funds be appropriated to this project. The labor cost for implementing the meter replacement program has been moved to this project to accurately capture the total cost of this program. This funding will pay for the labor cost.

FISCAL IMPACT

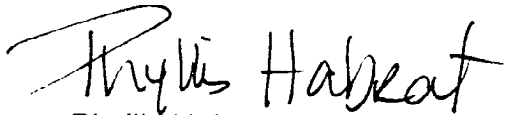
The cumulative effect of these recommendations will increase the FY 2005 CIP budget by \$4,328,385.

Respectfully submitted,



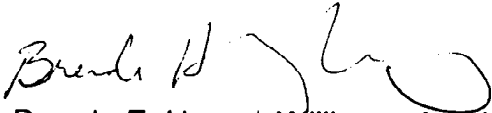
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Attachment A

	Project/Fund Source	Appropriations Through FY 2005	Changes	Revised Appropriation
1	Tree Replacement/Planting (78933) Proposition 12 - Forestry and Fire Protection Grant Environmental Enhancement and Mitigation Grant	0 0	49,813 123,704	49,813 123,704
2	Habitat Restoration in the Central Arroyo Seco (77372) Environmental Enhancement and Mitigation Grant	0	123,625	123,625
3	Preventative Maintenance - Sewer System (76267) City of La Canada	0	15,000	15,000
4	East Side Storm Drain (76325) Private Capital	0	5,470	5,470
5	Improvements of Alleys and Concrete Streets - City Wide (73876) Transportation Congestion Relief Sewer Fund Commercial Development Fees	1,090,142 1,202,125 319,143	360,495 (96,250) (264,245)	1,450,637 1,105,875 54,898
6	Transportation System Improvements - Lake Avenue from North City Limit to California Boulevard - Phase II (75035) Private Capital - Western Assets - Plaza Las Fuentes II	58,000	2,000	60,000
7	710 Interim Traffic Improvements on S. Fair Oaks Avenue - Intelligent Transportation System (75027) Private Capital - 22 West Green Street Gas Tax	0 65,000	10,000 (10,000)	10,000 55,000
8	Flashing Yellow Beacon - Del Mar Avenue at Halstead Street (75036) Commercial Development Fees	0	14,000	14,000
9	Guard Rail Replacement - Various (75459) Street Occupancy Fund	0	4,691	4,691
10	Hermosa Road Sanitation Sewer (76537) Sewer Fund	0	4,054	4,054
11	Truck Route Mitigation - South of Freeway (75012) Commercial Development Fees	0	1,124	1,124
12	Truck Route Mitigation - North of Freeway (75004) Commercial Development Fees	0	3,063	3,063
13	Kawah Drive Outlet Drain (76527) Sewer Fund	0	2,500	2,500
14	Bikeway Improvements (75328) Private Capital - Pasadena Collection Office	5,000	(5,000)	0
14	Neighborhood Traffic Management Program (75210) Private Capital - Pasadena Collection Office	0	5,000	5,000
15	Bikeway Improvements (75328) MTA Funding	60,000	(60,000)	0
16	Fleet Maintenance Building Modification for Compressed Natural Gas Vehicles Fleet Maintenance Fund	75,000	75,000	150,000
17	Central Library HVAC System (71656) Building Maintenance Fund	0	19,077	19,077
18	Police Building Energy Management System (71128) Building Maintenance Fund	0	55,417	55,417
19	Police Department Electronic System (71130) Building Maintenance Fund	0	4,847	4,847
20	Services from Utility Underground System Private Property Vaults (3001) Aid to Construction (Power)	7,083,215	1,000,000	8,083,215
21	Service from Public Right-Of-Way (3023) Aid to Construction (Power)	5,346,433	700,000	6,046,433
22	Work Management System (3140) Power Fund	520,683	85,000	605,683
23	Distribution Line Operation and Maintenance Service (3161) Power Fund	1,100,000	1,800,000	2,900,000
24	Power Meter Installation and Replacement Program (3173) Power Fund	852,000	300,000	1,152,000
	Net Change		4,328,385	