

Agenda Report

May 8, 2017

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: ADOPTION OF FISCAL YEAR 2018 – 2022 CAPITAL IMPROVEMENT PROGRAM BUDGET AND APPROVE JOURNAL VOUCHER AMENDING PROJECTS IN FISCAL YEAR 2017 CAPITAL IMPROVEMENT PROGRAM BUDGET

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt by resolution the City's FY 2018 – 2022 Capital Improvement Program (CIP) Budget as summarized in Exhibit B contained in the resolution and any changes passed by a motion of the City Council at the May 8, 2017 meeting; and
2. Approve a journal voucher amending four projects in the Fiscal Year 2017 CIP resulting in a \$307,085 net increase, as detailed in the body of this report.

ADVISORY COMMISSION RECOMMENDATIONS:

Northwest Commission

On March 14, 2017, the Northwest Commission voted not to support the staff recommendation for the FY 2018 – 2022 CIP budget for projects located completely or partially in Northwest Pasadena. The Commission requested the following projects be added to the FY 2018 – 2022 CIP budget, funded and constructed:

Northwest Commission Request	Location
Install electronic speed feedback signs to promote compliance with posted speed limits	1329 North Lake Ave. at Washington Blvd.
Install a crosswalk between Alta Pasadena Church and New Hope Church with associated striping to enhance pedestrian safety	1787 and 1790 North Fair Oaks Ave.
Install pedestrian safety enhancements to reduce risk for pedestrians crossing at uncontrolled marked crosswalks	2020 North Fair Oaks Ave.
Install electronic speed feedback sign to promote compliance with posted speed limits	550 North Lake Ave.
Install electronic speed feedback sign to promote compliance with posted speed limits	West side of Fair Oaks Ave. between Howard St. and Montana St.

The Commission further requested the following two items be evaluated and a time frame for funding be provided within six months from the City Council's April 24, 2017 meeting:

1. Install a crosswalk between 1963 and 1972 North Fair Oaks Avenue; and
2. Repave Fair Oaks Avenue between Mountain Street and Montana Street with noise reducing paving.

Transportation Advisory Commission

On March 23, 2017, the Transportation Advisory Commission (TAC) unanimously voted to support the *Streets and Streetscapes* and *Transportation* sections of the Recommended FY 2017 – 2021 CIP with following amendments:

1. Increase the recommended FY 2018 appropriation for the *Citywide Complete Streets Program FY 2016 – 2020* from \$100,000 to \$250,000 and modify the description to specify the additional funds are for the development of future Complete Streets Programs with a special emphasis on North Fair Oaks and Northwest Pasadena; and
2. Increase the recommended FY 2018 appropriation for the *Arterial Speed Management Program* from \$50,000 to \$200,000.

Recreation and Parks Commission

On April 4, 2017, the Recreation and Parks Commission voted to support the *Parks and Landscaping* and *Arroyo Projects* sections of the Recommended FY 2018 – 2022 CIP.

Planning Commission

On April 12, 2017, the Planning Commission found all recommended new projects consistent with the General Plan.

BACKGROUND:

On April 19, 2017, a public hearing on the Recommended FY 2018 – 2022 CIP Budget was opened. Copies of the Recommended FY 2018 - 2022 CIP document were placed in all the public libraries and in the City Clerk's Office on April 4, 2017. The budget was also made available on the City's website at http://cityofpasadena.net/PublicWorks/Capital_Improvement_Program/.

On April 19, April 24, and May 8, 2017 the joint Finance Committee/City Council held meetings to review and discuss the Recommended FY 2018 – 2022 CIP Budget.

Responses to Commission Recommendations

Please see attachment A for staff's detailed responses to all of the Commissions' recommendations.

Changes to Printed Recommended FY 2018 – 2022 CIP

Below are the adjustments to the printed Recommended FY 2018 – 2022 CIP which have been reviewed by the joint Finance Committee/City Council and are incorporated into the budget and Exhibit B. The two new projects below will be reviewed for General Plan Consistency by the Planning Commission at a future meeting.

1. **YWCA Building Closure and Protection** – The Department of Public Works recommends adding this new project to the FY 2018 – 2022 CIP budget and funding the project by appropriating \$500,000 in Reserve for Key Projects funding.

DESCRIPTION: This project provides for the closure and protection of the YWCA building located at 78 N. Marengo Avenue. Work will include securing doors and windows to prevent water and pest intrusion; repairing masonry; repairing of flat roof areas; capping exposed pipe; securing or removing any loose and/or unsafe electrical devices; replacing basement exhaust fans; and removing trash, pest waste, and debris.

SCHEDULE: This project will begin in FY 2018 in the event a redevelopment project does not move forward at this location in the near future. Should a redevelopment project proceed, this expenditure may be less or unnecessary.

2. **Mid-block Traffic Signal and Crosswalk at 1790 N. Fair Oaks Avenue** – The Department of Transportation recommends adding this unfunded project to the FY 2018 – 2022 CIP budget. The total estimated project cost is \$265,000.

DESCRIPTION: This project provides for the installation of a new mid-block traffic signal and pedestrian crosswalk on North Fair Oaks Avenue north of Fair Oaks Drive at 1790 North Fair Oaks Avenue.

SCHEDULE: This project will begin when funds are identified.

3. **Traffic Signal – Garfield Avenue and Washington Boulevard (75091)** – The Department of Transportation recommends moving this project from the Future Projects list to the active transportation section projects and appropriating \$75,000 in Reserve for Key Projects funding. Design will begin in FY 2018.

The next two projects contain elements requested by the Northwest Commission:

4. **Pedestrian Crossing Enhancements Program (75083)** – The Department of Transportation recommends appropriating \$314,000 in Reserve for Key Projects funding to this project and increasing the total estimated cost of the project by

\$26,500. This appropriation will fully fund the project and allow rapid rectangular flashing beacons to be installed at an additional four locations.

5. **Arterials Speed Management Program (75605)** - The Department of Transportation recommends appropriating \$100,000 in Reserve for Key Projects to this project. This will allow for the installation of speed feedback signs at an additional eight locations including Forest Avenue (north bound) between Lincoln Avenue and Washington Boulevard; San Gabriel Boulevard between Del Mar Boulevard and San Pasqual Street; San Pasqual Street (west bound) between San Gabriel Street and El Nido Street; Orange Grove Boulevard between Columbia Boulevard and California Boulevard; Fair Oaks Avenue between Howard Street and Tremont Street; Green Street (east bound) between Wilson Avenue and Hill Avenue; Allen Avenue (north bound) between Washington Boulevard and Mountain Street; and Lake Avenue between Claremont Street and Washington Boulevard.
6. **Off Street Parking Facility Maintenance and Repair Project** – The Department of Transportation recommends increasing the total estimated project cost from \$1,000,000 to \$18,370,000. No additional appropriation is recommended. This project combines the five garage improvement projects into one comprehensive project. The five individual garage improvement projects will be completed and closed at the end of FY 2018. The \$18.4 million total estimated project cost is the remaining work that was identified in the 2012 Garage Maintenance and Repair Program analysis. The goal is to complete this maintenance effort in eight years.
7. **Rose Bowl – Preventative Maintenance FY 2017 – 2021** – The Rose Bowl Operating Company recommends decreasing the FY 2018 appropriation from \$763,000 to \$724,000 in Rose Bowl Fund and lower the total estimated cost by a like amount. The proposed scope of work for FY 2018 will remain the same.
8. **Non-Potable Water Project (1013)** – The Department of Water and Power recommends decreasing the FY 2018 appropriation from \$5,000,000 to \$1,000,000 in Water Fund due to the uncertainty of State and Federal grant application approvals. The \$1,000,000 appropriation will fund continued technical consultations and permitting in preparation of construction. It is anticipated that staff will provide a comprehensive project update to the Municipal Services Committee within the next few weeks.
9. **Mountain Street – Electrical System Undergrounding, Lake Avenue to Hill Avenue (3213)** – The Department of Water and Power recommends removing the FY 2018 appropriation of \$325,000 in Underground Surtax Fund from this project. The work planned for the Mountain Street Undergrounding District is on hold pending a decision by the City Council on the future of the program.

With the above additions, the FY 2018 - 2022 CIP Budget contains 204 active projects with a total estimated cost of \$979,431,973. Attachment B shows the total estimated cost by CIP category. Recommended appropriations total \$76,012,303 to 93 projects as detailed in Exhibit B which is a part of the resolution adopting the budget. In

addition, a total of eight new projects have been added. The table below summarizes this and shows total appropriations made through and including FY 2017.

Total Estimated Cost	Appropriated Through FY 2017	Recommended FY 2018
979,431,473	507,277,148	76,012,303

Amendments to FY 2017 – 2021 Adopted CIP Budget

Attachment C itemizes changes made to prior years' appropriations. The budgetary changes listed below must be recognized through the journal voucher process so they can be incorporated and reflected in the FY 2017 CIP Budget.

- 1. Enterprise Content Management System (ECMS) Project (71151)** – The Department of Information Technology recommends appropriating \$100,000 in Computing and Communications Fund to this project for costs associated with its initial implementation. Expenses were higher than anticipated primarily due to implementation delays that required extended project management staff resources. Additional licensing and hardware costs were also incurred during configuration. System implementation was completed this fiscal year and the system is currently used by Records Management staff in the City Clerk's Office. The total estimated cost of this project is \$2 million of which \$949,000 has been appropriate through FY 2017, and the system will be implemented in other departments as the need arises and funds are identified.
- 2. Enterprise Building Security Management Project (71162)** – The Police Department recommends appropriating \$100,000 in Asset Forfeiture Fund to this project. This appropriation will be used to replace the building access control systems in the Police Building with a Honeywell Building Security Management System. The current systems at the Police Building are old, not standardized and becoming obsolete. The City is moving towards standardizing building security with the Honeywell Building Security Management System that is currently in use at Water and Power facilities. This new system will provide total facility security at all access points, monitoring and mobile access through the network and the web, operational efficiencies through a centralized training and support module.
- 3. Pasadena Police Indoor Firing Range (71809)** – The Police Department recommends appropriating \$80,000 in Asset Forfeiture Fund to this project for the installation of a HEPA filtration system on the pistol side of the firing range. This project will begin in FY 2017 and be completed in FY 2018. The range is open for the Police Department's use for training but shooting exercises will not recommence until this work is completed.
- 4. Building Maintenance FY 2016 - 2020 (71902)** – The Department of Public Works recommends appropriating \$27,085 in Private Capital from T-Mobile to this project. The private capital was collected from T-Mobile for the placement of a cell tower at

the City yards which was installed in 2010. This appropriation will supplement the annual work plan funding that has been identified to purchase security gates and cameras for the City Yard.

COUNCIL POLICY CONSIDERATION:

All projects in the Recommended CIP address the City Council's strategic goals to maintain fiscal responsibility; improve, maintain, and enhance public facilities and infrastructure; increase conservation and sustainability; improve mobility and accessibility throughout the City; support and promote the quality of life and local economy; and ensure public safety. Further, all the projects are 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:

Approval of the City Manager's Recommended CIP Budget and the proposed budget revisions detailed in this report will establish the FY 2018 – 2022 Capital Improvement Program with a total appropriation of \$76,012,303. Details regarding the sources of funding are summarized below and in Exhibit B, which is part of the resolution.

Funding Source	Appropriation
Power Funds - Various	\$26,290,000
Water Fund - Various	\$16,030,000
Grants - State/Federal	\$13,629,906
Sewer Maintenance and Construction Fund	\$2,455,000
Rose Bowl Fund	\$2,032,000
General Fund	\$1,000,000
Reserve for Key Projects*	\$1,989,000
Underground Utility Fund	\$1,525,000
Parking Revenue - Various	\$1,370,000
Gas Tax Fund	\$1,300,000
Pasadena Center Operating Company	\$1,225,000
Residential Impact Fees	\$1,025,000
Building Preventive Maintenance Fund	\$1,000,000
Sewer Facility Charge Fund	\$1,000,000
Traffic Reduction Fee	\$703,897

*Note: The Reserve for Key Projects was established in August 2008 to fund various capital projects. As a result of the proposed actions the remaining reserve balance of \$208,034 will be returned to the General Fund.

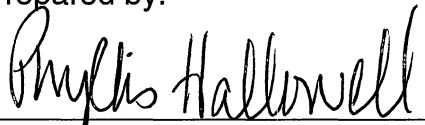
Funding Source	Appropriation
Building Services Fund	\$511,000
Golf Course Fund	\$500,000
Transportation Fund - Measure R	\$474,000
Miscellaneous Fund	\$360,000
Bikeway Fund	\$90,000
Telecommunication Fund	\$75,000
Total Recommended Appropriations	\$76,012,303

Respectfully submitted,



ARA MALOYAN, P.E.
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Prepared by:



Phyllis Hallowell
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Approved by:



STEVE MERMELL
City Manager

Attachment A - Commission Recommendations
Attachment B – FY 2018 – 2022 Recommended CIP – Totals by Category
Attachment C – Amendments to FY 2017 CIP Budget