

Capital Improvements Program Guide to the Budget

In order to showcase those projects that are funded and have work in progress, the Fiscal Year 2008 Annual Capital Improvements Program (CIP) Budget incorporates project pages for only those projects that have funding encumbered or expended, in continuing appropriations, or budget appropriations in the budget year. Because the CIP currently incorporates 11 fiscal years of data, there are many projects that are not scheduled to begin for several years. Many of these projects will undergo dramatic changes in scope before they begin, thus rendering schedule and cost data in the project pages obsolete. In addition, projects with no funding identified are listed in the departments' Unfunded Needs List.

CIP Schedule X shows a one-line summary of every current and future project, through Fiscal Year 2018, in the planned CIP. The projects are sorted by department and are shown in alphabetical order. Projects shown in bold have corresponding project pages, whereas those in regular font are future projects that will be published as funding is identified. This schedule reflects the entire capital budget and plan for expenditures, through Fiscal Year 2018, allowing for better prioritization of available resources.

Project Pages

The CIP project pages are designed to provide citizens and City officials with accurate and informative financial and logistical information for every CIP project currently in progress or scheduled for Fiscal Year 2008. A brief description of the components follows.

Department and Improvement Type

The department listed is the department contributing management resources toward the CIP project in conformance with Administrative Regulation 1.60. Each department's CIP may be broken down into improvement types. Improvement types are a more specific manner of categorizing the kinds of improvement offered by each capital improvement project. In the project pages, the improvement type is listed below the department name. In some cases, the improvement type may be the same as the department name. A few improvement types, such as Facilities, are used in several departments. Following is a list of improvement types found in the Fiscal Year 2008 Annual CIP Budget.

Improvement Types

Airports	Mission Bay
Balboa Park	Municipal Water
Bikeways	Other Parks
Centre City Development Corporation	Police
Communications	Police Decentralization
Community Services Program	QUALCOMM Stadium
Economic Development	Reclaimed Water
Energy Program	Refuse Disposal
Environmental Protection	Sewer - Metropolitan
Facilities	Sewer - Municipal
Fire	Storm Drains and Flood Control
Golf Course	Storm Water Program
Library	Streets and Bridges
Lifeguard Services	Traffic Control

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Project Number and Title

The first two digits of the CIP number represent the project type. The next digits represent the assigned project number.

Project Types

- 11 Storm Drains – Storm Drains
- 12 Flood Control – Flood Control
- 13 Flood Control – Annual Allocations
- 18 Storm Drains – Annual Allocations
- 20 Other Parks – Annual Allocations
- 21 Balboa Park
- 22 Mission Bay Park
- 25 Golf Course
- 29 Other Parks – Community Parks
- 31 Buildings and Land – Airports
- 32 Environmental Services – Refuse Disposal and Environmental Protection
- 33 Buildings and Land – Fire
- 34 Buildings and Land – Stadium
- 35 Buildings and Land – Libraries
- 36 Buildings and Land – Police
- 37 Buildings and Land – Miscellaneous Buildings
- 39 Building and Land – Economic Development and Redevelopment
- 40 Sewer – Mains and Trunk Sewers
- 41 Sewer – Pump Stations, Force Mains
- 42 Sewer – Treatment Plants, Labs and Disposal
- 44 Sewer – Existing
- 45 Sewer – Other
- 46 Sewer – Existing
- 52 Streets and Highways – Streets
- 53 Streets and Highways – Bridges
- 54 Streets and Highways – Pedestrian Bridges
- 58 Streets and Highways – Bikeways
- 59 Streets and Highways – Miscellaneous
- 61 Traffic Control – Street Lighting
- 62 Traffic Control – Traffic Signals
- 63 Traffic Control – Median Barriers, Miscellaneous
- 68 Traffic Control – Annual Allocations
- 70 Water – Mains and Transmission Pipelines
- 72 Water – Treatment/Filtration Plants
- 73 Water – Existing Facilities Improvements and Upgrades
- 74 Water – Storage, including Reservoirs and Standpipes
- 75 Water – Upgrades and Improvements to Other Water Facilities

Council District

This lists the City Council District (1-8) in which a project is located. Projects that have a Citywide impact or are outside the City limits are so noted.

Community Plan

This lists the affected Community Planning Area(s).

Description

This is a brief statement explaining the scope and boundaries of a project as well as defining its outcome in the surrounding neighborhood(s).

Justification

This explains why a project is needed and describes any legal requirements for the project including State or federal mandates.

Operating Budget Effect

This section describes any ongoing operating expenses anticipated upon completion of a project. An operating budget effect table may be included to provide more information. The table indicates the fiscal year of the impact; if the completion date of the project is unknown, the fiscal year will be listed as TBD (to be determined). Operating budget effects are displayed in three categories in the table: operating costs are the expenses for operating the building, facility, or park once it is opened; maintenance costs are the expenses for maintaining the new project, usually a building or facility; and other department are other expenses associated with the project that are not related to operating or maintaining the facility. Staffing refers to the number of full-time equivalent (FTE) positions required to operate and/or maintain the facility. The personnel expense (PE) represents the cost of positions or other personnel expense and the non-personnel expense (NPE) represents other costs associated with ongoing operations and maintenance. The operating budget effect table shows the estimated net impact of the new facility on the operating budget, since many projects involve upgrades to or expansions of existing facilities.

Relationship to General and Community Plans

This indicates whether a project is consistent with the affected community plans and is in conformance with the City's Progress Guide and General Plan. Additional information can be found in the Community Planning section.

Scheduling

This section provides the anticipated project schedule and includes the year(s) when design, construction, and other phases are expected to begin.

Summary of Project Changes

This provides a comparison between the Annual Fiscal Year 2007 Budget and the Fiscal Year 2008 Annual Budget. Changes may have resulted from modifications to the project scope, City Council action (resolutions and/or ordinances), changes to a community's Public Facilities Financing Plan, updated total project cost estimates, and/or revised revenue sources.

Expenditures by Revenue Source

This table lists the amounts and sources of funding (revenue sources) for the project through Fiscal Year 2018. Not all projects will have funding for the entire projected time. Descriptions of common funding sources can be found in the Revenue Sources section.

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Total Estimated Project Cost

Projects typically extend beyond a given fiscal year. The 11-year CIP presents the total estimated project cost since project inception, including expenditures, encumbrances, continuing appropriations, Fiscal Year 2008 Annual Budget and projections of expenses in outlying years. Any project that was initiated prior to the current fiscal year will have expenditures, encumbrances, and/or continuing appropriations. These projects may be budgeted for additional funding in Fiscal Year 2008 as well as in outlying years, depending upon project scheduling. Any project budgeted to begin during Fiscal Year 2008 will have a budget for that year as well as any outlying years, depending upon project scheduling. The total estimated project cost for annual allocation projects only includes the current budgeted year.

Expended and Encumbered - Projects initiated prior to Fiscal Year 2008 typically have costs and encumbrances. This is shown on the project page as Expended and Encumbered and includes all funds that have been expended in the project as well as any contractual or other obligations shown as encumbrances. Expended and encumbered is a cumulative amount since project inception.

Continuing Appropriations - Appropriated funding approved in a prior year budget or by Council mid-year but not yet expended are reflected as continuing appropriation amounts. Continuing appropriations are a cumulative amount of unexpended and unencumbered appropriation since project inception. Approved funds for annual allocation projects that are not expended revert to fund balance in accordance with the annual appropriation ordinance.

Fiscal Year 2008 Annual Budget - The Fiscal Year 2008 Annual Budget is the programmed expenditure for the project for the upcoming budget year. This budget amount is included in the annual appropriation ordinance, which gives the City the authority to expend from that capital improvement project. The annual appropriation ordinance also provides guidance regarding the administration of the CIP during the course of the fiscal year. Modifications to the Annual Fiscal Year 2008 CIP Budget may occur during the course of the fiscal year through City Council action.

Outlying Fiscal Year Projected Cost Estimate - Projects that extend beyond Fiscal Year 2018 are projected based on project scheduling and funding availability. The City is not legally bound to any projections made in Fiscal Years 2009-2018 because they are not contained within the annual appropriation ordinance. Revisions and refinements of project scope, cost estimates, scheduling, and funding will affect the outlying year projections.

Capital Project Funding

In addition to traditional project funding, annual allocations, phased funding, and split funding methods are used in the CIP.

Annual Allocation - Annual allocations are programmed expenditures that allow the City to better plan for the expansion, renovation, relocation or replacement of facilities and equipment that have reached or exceeded their anticipated service life, provide for

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emergency and accelerated construction needs, and provide for capital improvement project contingency needs. Annual allocations have many component tasks which are typically completed on an annual basis. Funding in annual allocation projects does not carry forward from year-to-year. Any amount not allocated to a component task is returned to the contributing fund. This type of financial planning has allowed the City to better address State and federal standards, such as those found within the Clean Drinking Water Act, as well as provide for implementation of City Council policies, such as traffic light and streetlight construction and replacement.

Phased Funding - Phased funding is a means by which large projects may be budgeted, appropriated, and contracted for in an efficient manner that maximizes the City's use of available funds. This method of funding allows the contract or project to be broken down into clearly defined portions, or phases, to fund on a contingent basis. A single large project may be considered as a series of component tasks and contracted for by phase, making pursuit of each phase contingent on the availability of funds.

Split Funding - Split funding is a method by which two different revenue sources are used to fund a capital project on a percentage basis. This approach is most commonly used in the Water, Metropolitan Wastewater, and Real Estate Assets - Airports to differentiate revenue sources that are frequently used for projects within these programs.

Work Codes

Work codes are required in all projects, except annual allocations, to identify the type of expenditure.

- A Apparatus, including fire engines and trucks
- C Construction costs, including construction, demolition, and project management
- D Design, including environmental analysis, project engineering and related costs
- F Furnishings for a completed new facility, such as furniture, modular equipment
- L Land acquisition
- M Mitigation for impacts to construction site
- P Preliminary design for a project prior to initial construction
- R Reimbursement to various entities or funds
- B Library books for proposed branch libraries
- T Telecommunications equipment such as telephones, computers, IT infrastructure
- S Reserve payments for future
- I Interest payments
- Y Debt payment for financed projects

Contact Information

This lists the contact person for the project including name, email address, and phone number. If a specific person has not been identified in connection with a project, a generic contact name is provided instead.

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Unfunded Needs List

The Unfunded Needs List for each department provides a concise list of projects that are partially funded or not funded in the Fiscal Year 2008 Annual Budget. This list provides the project number, title, amount of funding required for the project to be initiated in Fiscal Years 2008 and 2009, and amount of funding required for the project to continue or be completed in Fiscal Years 2010 through 2018. If a project has a project sheet and also appears in the Unfunded Needs List, the amount of funding required will match the Unidentified Funding line in the Expenditures by Revenue Source table on the project page.

Financial Summaries - Schedules

The schedules summarize the funding sources and spending areas of the CIP. These are presented in the Financial Summaries - Schedules section.

Schedule VIII: Capital Improvements Program by Revenue Source

This schedule displays expended and/or encumbered funds, continuing appropriations, this fiscal year's budget, and ten years of projected expenditures by the revenue sources utilized.

Schedule IX: Capital Improvements Program by Improvement Type

This schedule displays expended and/or encumbered funds, continuing appropriations, this fiscal year's budget, and ten years of projected expenditures by department and improvement type.

Schedule X: Capital Improvement Project by Department

This schedule displays all projects that have expended/encumbered, continuing appropriations, or budgets in any fiscal year from 2008 to 2018. Projects are ordered by department and alphabetically by project title. Projects in bold have a project page. For specific project pages, refer to the Index by Number or Index by Project Title.