

Capital Improvements Program Review and Advisory Committee (CIPRAC)

Minutes of Meeting Thursday, November 21, 2013

<input checked="" type="checkbox"/> Fire-Rescue	<input checked="" type="checkbox"/> ADA Compliance and Assessment	<input checked="" type="checkbox"/> Public Works
<input checked="" type="checkbox"/> Library	<input checked="" type="checkbox"/> Comptrollers	<input checked="" type="checkbox"/> Police
<input type="checkbox"/> Office of COO	<input checked="" type="checkbox"/> Environmental Services	<input checked="" type="checkbox"/> Transportation & Storm Water
<input checked="" type="checkbox"/> Park and Recreation	<input checked="" type="checkbox"/> Public Utilities	<input type="checkbox"/> EOC
<input checked="" type="checkbox"/> Debt Management	<input checked="" type="checkbox"/> Development Services	<input type="checkbox"/>
<input checked="" type="checkbox"/> Facilities Financing	<input checked="" type="checkbox"/> Financial Management	<input type="checkbox"/>

Guests: *Marnell Gibson-Deputy Director. Mark Nassar- Deputy Director AEP, Rania Amen-Senior Engineer, Nitsuh Aberra-Associate Engineer, Gene Matter-Senior Engineer.*

Support: *Rex Narvaez, Reshannon Harrell, Mohsen Maali, Angela Colton*

1. General Announcements/Discussion

None

2. Approved CIPRAC Meeting Minutes of September 19, 2013

Minutes of the meeting were approved as noted.

3. DIF Bowl Allocations

Presentation was given by Scott Mercer, Supervising Management Analyst in Facilities Financing. Decisions were requested on funding projects for FY15. The funds were DIF (Development Impact Fees) SPF (Special Park Fees) and RTCIP (Regional Transportation Fees). The City Council will be advised of DIF allocations via a summary table in the Proposed FY 2015 Budget which is attached here.



FY2015 DIF
Allocation_Final.pdf

4. Funding for I-5 Genesee Bridge Widening

Marnell Gibson informed CIPRAC on the funding situation for I-5 Genesee Bridge Widening Project. The project was advertised at \$53 million, the low bid was at \$83 million. Currently bicycles ride on the freeway, there will be a bike bridge which will go over Genesee so the bicyclist will not affect the travel time for commuters. Caltrans will need cash in hand in order to move forward. Per Caltrans,

the project must be re-advertised with reduced scope and increase in the City's contribution by \$6M as follows which was approved by CIPRAC:

- RTCIP \$2,150,000
- North UC Dif \$1,365,000
- Transnet \$1,485,000
- Water Main Upgrades \$1,000,000

5. Historic Homes Moves

Mark Nassar requested that CIPRAC move \$1.5 million to the Facilities Annual Allocations to fund the move of two historic homes at Academy of Our Lady of Peace campus to another location. Mark informed CIPRAC that this item will be put on the docket on November 22, 2013 presented to council on December 9th or 10th and funded 4 weeks later. Mark stated there would be a historical review and we need the environmental clearance which depends on funding for a consultant before we can move forward.

After the CIPRAC meeting, Comptrollers identified that there was \$325,000 of General Fund Contributions to the CIP program available in the Facilities Improvement Annual Allocation. This funding will be used as the seed funding for the OLP Project.

Therefore, we will no longer be using the Emergency Annual Allocation to initiate this project as proposed and approved by CIPRAC originally.

6. Multi Year CIP Sub-Committee

Marnell Gibson gave a high level presentation to CIPRAC on the Multi-Year CIP Sub-Committee Proposed Development of the Multi-Year Capital Plan. Marnell stated that the proposal is to develop/maintain the City's first consolidated 5yr capital plan, which will cover years 2015-2019 to be renewed every two years with amendments as needed. Marnell informed CIPRAC that some of the topics to consider for the multi-year plan are Federal and State mandated requirement, community/stakeholder input which is paramount, needs assessments, which are being worked on and service levels which will drive conversation and address maintenance/repairs. Marnell informed CIPRAC that PWD staff gathered data during July-Nov. 2013 in working with CPC groups including a compilation of 340 projects on the needs list. Some of the CPC's projects on the needs list, crossover to last year's list. Marnell informed CIPRAC that the Draft Multi-year Capital Plan will be developed by March 2014 and will go back for Mayoral, Council, and stakeholder's review and feedback in April-May 2014, and approval and release of the first Multi-Year Capital plan the first quarter of Fiscal Year 2015.

Marnell gave CIPRAC a list of the members of the task force for the multi-year plan in which Nitsuh Aberra will be the chair and Rania will head up the item on service levels.

7. Naming Convention.

Angela informed CIPRAC that the project naming conventions are not consistent, and she is asking CIPRAC for guidance on what they would like to see. Angela stated there is a 40 character limitation and we can use abbreviations but they will need to be consistent. Angela will send the write up on the

naming conventions to CIPRAC members for review before next meeting in order to discuss at the next meeting.

8. Regional Construction Procurement top 4 issues.

Item pushed to next meeting.

9. PW-ECP Request for Internal Service Fund.

Angela stated that we have applied for an internal fund number, and what this means is for the enterprise fund there will be not changes, but for the General Fund Departments when submitting request for services we will need billing codes to bill/charge to, in order to track our business.

It was recommended that this item be brought back to CIPRAC for further discussion.

Future Agenda Items

- a. Documenting CIPRAC Policies
- b. Standardized City-wide "Needs Assessment"
- c. AM City Policy Update and Next Step