



CITY OF SANTA CRUZ
TRANSPORTATION AND PUBLIC WORKS
COMMISSION
AGENDA REPORT

DATE: March 5, 2014

AGENDA OF: March 17, 2014
DEPARTMENT: Public Works
SUBJECT: FY 2015-2017 Capital Improvement Program – Administrative Draft

RECOMMENDATION: That the Transportation and Public Works Commission review the FY2015-17 Public Works Capital Improvement Program and provide input to staff for City Council consideration.

Process

Commissions are asked to consider the 3-year CIP and provide comments to Council prior to the Council study session in April or May. Typically commissions consider the CIP at their scheduled March meeting. During this month operating budgets are also being developed and fund balances may not be completely estimated for the end of the year. Therefore an administrative draft is what the commissioners see in the agenda packet and changes may occur to that draft prior to Council consideration. Each commission and department provides comments only on the projects within their purview.

The Planning Commission is required to certify that the CIP is consistent with the General Plan prior to Council adoption of the FY2015 budget in June 2014.

Definition (from American Public Works Association)

The scheduling, over time, of physical public improvements is the essential task of capital improvement programming. The scheduling is based on a series of priorities according to need, desire or importance and to the community's ability to pay. Tied to an overall comprehensive plan for the community, the capital improvement plan (1) ensures that the public improvements portion of the comprehensive plan will be carried out; (2) calls attention to deficiencies in the community; (3) produces cooperation and coordination between various departments and other governmental agencies; (4) ensures that projects are not built before they are needed, or so late that costs become prohibitive; and (5) ensures that funds can be provided in a logical manner. The usual time frames of capital improvement plans are one year, five or six years and 10-20 years; a combination of short-range and long-range planning.

The capital improvement plan is a look at the present needs as well as the future needs of the community.

The projects in the City of Santa Cruz CIP are often derived from past studies and reports, such as the Storm Drain Master Plan, Cumulative Development Traffic Study, the City Bicycle and Pedestrian Master Plans, San Lorenzo River Plan and the Beach/South of Laurel Plan to name a few.

Fund Types

The City budget and CIP is partitioned into different funds and departments. The fund types considered by the Public Works Departments' two commissions (Transportation and Public Work, and Downtown) include, Gas Tax, General Capital Improvement and Non-Departmental, Wastewater, Refuse, Storm Water and Parking. Grants and other funds can be included in the project funding sources. The General Capital Improvement and Non-Departmental project funds are mostly derived from the Transient Occupancy Tax (hotels) which is also the General Fund.

Often fund types are restricted in some measure on what they can fund. As an example, the gas tax fund cannot be used to construct a park, as it is not related to a transportation facility.

One fund type, Redevelopment Agency (RDA), has been severely restricted by the state and will no longer be available to the extent they were in previous years to improve infrastructure. It is not yet clear how those previously funded RDA projects will be addressed in the CIP.

Three Year CIP Format

The CIP projects are separated into the fund most appropriate to how a project is funded. A project is briefly described and is included in single or multiple years, depending on the complexity and size of the project. Large projects are often broken out into multiple project planning and implementation categories and years. Maintenance projects can be single or annual allocations. Many of the annual maintenance projects have been moved to the operating budget for FY15 so they will no longer be shown in the CIP. A project may have multiple funding sources, with the subtotal charged to the denoted fund. In some cases a grant is shown that has not yet been awarded.

As was done previously, most of the descriptions have been improved to highlight where the project idea was initiated, why the project is needed and where the project is located. The projects will be provided in tabular form as recommended by the commission last year. Maps are being developed as well to assist with visualizing the project location and scope.

The first three columns of the CIP includes the past and current fiscal year budgets for the project, and, if not completed or is multi-year, will be carried forward into the next fiscal year. The fourth column is the next fiscal year and is the year that is adopted into the

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budget at the end of the current year. The third and fourth columns are estimates of what projects and project components will be done in those coming years.

At the end of each fund, the projects are totaled. This is later compared to the fund balance projections when this information is available. As noted before, projects may then drop out if the fund balance is inadequate.

The majority of projects that are in the proposed CIP are familiar to the commissioners. There are only a few new projects proposed which staff will highlight and are attached with the heading “New Project.” Some projects have been completed and many projects have been moved forward due to a lack of funds or a lack of progress. At the end of the document is the unfunded list, which is a rough cost estimate of deficiencies in the City’s infrastructure. What is apparent to staff and what is reflected in the project list, is that deferred maintenance and localized flooding are becoming more critical for the community.

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Attachments:

FY 2015-2017 Capital Improvement Program – Administrative Draft:

[4.1a Arterial Streets and Roads](#)

[4.1b Clean Rivers and Beaches](#)

[4.1c Gas Tax](#)

[4.1d General Capital Improvement](#)

[4.1e Non-Department General Capital Improvement](#)

[4.1f Refuse](#)

[4.1g Storm Water Overlay](#)

[4.1h Wastewater](#)

Capital Improvement Project Summary

[Item 4.2a CIP moved to operations](#)

[Item 4.2b CIP projects summary 2015-17](#)

[Item 4.2c CIP Enterprise projects summary 2015-17](#)