



CITY COUNCIL AGENDA REPORT

Meeting Date: 11/14/2019

From: Stuart Schillinger, Administrative Services Director

Subject: Capital Improvement Plan Review

Community Goal/Result

Fiscally Prudent

Safe Community

Community Building

Ecological Sustainability

Economic Development

Purpose

Develop a plan to provide for the long-term replacement of infrastructure, and creation of new amenities for the community.

Recommendation

Review the projects on the City's Capital Improvement Plan and set priorities for the completion of projects. Allocate \$100,000 towards the Pension Trust Fund.

Background

The City Council developed a Capital Improvement Plan in 2004, which was updated in 2016. The City Council reviews the plan in non-operating budget years. Therefore in June 2019 the Council reviewed the plan and provided staff direction concerning a number of projects.

Council approved funding for the following projects:

- Firth Canyon Trail Restoration – CC 10
- Bathymetric Survey of Marina and Entrance - MA 02
- Master Plan for Guadalupe Valley Trail (Crocker Park Trail) - PR 16
- Signage and traffic improvements for Bayshore and San Bruno DPW 50
- Electronic Signboards for the Community Park and Mission Blue PR 04

Staff moved some projects from the Capital list to Operations and removed from project list

- New Corporation Yard Planning
- Fire Station Security
- Fire Station Paving
- Fire Station Kitchen Remodel
- Installation of Automatic External Defibrillators in City facilities

Discussion

The City's FY 2018/19 is completed. The City is having its financial information audited by our external outside auditors. We anticipate that this will be complete in December. However, our unaudited financial information shows that the General Fund should end the fiscal year with approximately \$300,000 in available fund balance. This accounts for previous Council decisions including; setting aside funds for large irregularly occurring fire purchases, projects continued from previous years, approved capital projects from previous fiscal years, Recession Reserve, Emergency Reserve, Annual Reserve, and commitments to the Pension and OPEB Trust. Additionally, funds set aside for future plan checks and building inspections (paid in 2018/19 for work completed in 2019/20).

Staff recommends committing an additional \$100,000 to the Pension Trust. This would leave \$200,000 for Council to commit to Capital Projects at this time, or to save the \$200,000 for future expenses. If the Council determines to save the money it could be allocated during the mid-year process when the 2019/20 budget is reviewed and updated.

This would assist the Council and the City in meeting the policy City Council reviewed in June which stated the goal of having two years of unfunded Pension Liability in the Pension Trust by June 2023.

Changes made since the June Council review:

Added:

- DPW 72 Water/Sewer Station Backup Power Connection -\$30,000
- DPW 73 Fire Hydrant Maintenance \$75,000
- DPW 74 Retaining Wall – 400 Block Kings Road \$200,000

Revised:

- PR 14 West Hill Mini Park – Will be part of the Guadalupe Valley Trail (Crocker Trail) Master Plan

Removed

- Marquee Sign at Mission Blue – Parks and Recreation Commission think the new Electronic Signboards will suffice

Will be added when more information is available

- Remodel kitchen at Mission Blue to upgrade to a commercial kitchen (scope and cost to be determined first)

Fiscal Impact

The fiscal impact will be determined by the projects City Council approves. If the Council approves \$200,000 for new capital projects then the City will still be able to meet all of its Council determined policy obligations. If Council determines additional funds are needed staff would recommend allowing staff to bring those projects back during the mid-year review. This will allow staff to use the final fund balance number as well as providing more information on the current fiscal year.

Measure of Success

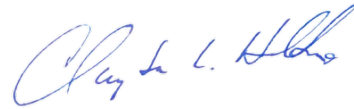
The City maintains the infrastructure it owns and provides new amenities the Community needs.

Attachments

Spreadsheet of the Capital Improvement Plan

Stuart Schillinger

Stuart Schillinger, Administrative Services Director



Clay Holstine, City Manager

Capital Projects Listed By Department

		Completed projects	Approved Projects	Staff Priority Project	New Projects	Revised Projects	Moved to Operations Budget	More Information			
Page No.	Department	Name	Cost - 2008	Status	Cost 2016	Master Planned	Funding Sources	Funding Sources	Funding Sources	Anticipated Start Date	
CC-01	1 City Council	City Entryway			100,000		General Fund				
CC-02	2 City Council	City Hall Photovoltaic Design-Build	\$ 593,000		871,000		General Fund			2018	
CC-03	3 City Council	Expansion of Community Garden			60,000		General Fund				
CC-04	4 City Council	Railing for Stairway between Mono and Sierra Point			50,000		General Fund				
CC-05	5 City Council	South Hill Drive Sidewalk Extension			45,000		General Fund				
CC-06	6 City Council	Stairway between Tulare and Santa Clara		In design	250,000		General Fund			2019	
CC-06a	City Council	Stairway between Santa Clara and Alvarado			250,000		General Fund				
CC-07	7 City Council	Crocker Trail Commuter Connectivity Upgrades		In design	1,000,000		GF - 115,000	Grant			
CC-08	8 City Council	Crocker Trail Lighting Improvements			600,000		GF - 200,000	Grant			
CC-09	9 City Manager	New Brisbane Library - Construction	\$ 4,000,000		6,000,000		Business License			Spring 2018	
CC-10	10 DPW-OS&E	Firth Canyon Trail Restoration		New	50,000		280 South Hill Funds			2020	
DPW-02	DPW-Buildings	Construct Roof Replacement for Fire Station 81	\$ 266,000	Completed			General Fund				
DPW-03	12 DPW-OES	Emergency Fuel Supply/Propane Trap Wagons	\$ 152,000		197,600		General Fund				
DPW-04	13 DPW-OES	Purchase mobile showers for use when emergency shelter is open			70,000		General Fund				
DPW-05	14 DPW-OES	Upgrade City Hall standby generator			229,000		General Fund				
DPW-06	15 DPW-OES	Upgrade Station 81 standby generator		Grant received Council Match pending	129,000		General Fund-25%	HMGP-75%		Fall 2019	
DPW-07	16 DPW-SD	Channel/conduit Bayshore/Industrial to Tunnel (AA/BB)	\$ 5,302,000		6,892,600	Yes	Developer				
DPW-08	17 DPW-SD	Guadalupe Channel Erosion Control	\$ 394,000		550,000		Developer				
DPW-09	18 DPW-SD	New box conduit and detention basin on Bayshore near Industrial (Y)	\$ 1,519,000		1,974,700	Yes	Developer				
DPW-10	19 DPW-SD	SD Pipeline along Valley Dr. from Cypress Ln. to Bankers Ln. (N)	\$ 1,685,000		2,190,500	Yes	Developer				
DPW-11	20 DPW-SD	SD-Eastern Bayshore open channel culverts (U)	\$ 993,000		1,290,900	Yes	Developer				
DPW-12	21 DPW-SD	SD-roadway drainage improvements along Tunnel Ave. (X)	\$ 603,000		783,900	Yes	Developer				
DPW-13	22 DPW-SD	Upgrade to Brick Arch (BB)	\$ 7,829,000		10,177,700	Yes	Developer				
DPW-14	23 DPW-SD	18"-36" Pipelines in San Benito and San Bruno - Storm Drain (F)	\$ 670,000		871,000	Yes	General Fund				
DPW-15	24 DPW-SD	24" - 30" Pipelines in Vistacion Ave. from Sierra point Road to Klamath Storm Dran (G)	\$ 619,000		804,700	Yes	General Fund				
DPW-16	25 DPW-SD	30" Pipeline on Bayshore Blvd. - Storm Drain (K)	\$ 354,000		460,200	Yes	General Fund				
DPW-17	26 DPW-SD	BMP Modifications to West Hill Place Sediment Basin	\$ 38,000		49,400	Yes	General Fund				
DPW-18	27 DPW-SD	Main Street Detention Basin Improvements (W)	\$ 465,000		604,500	Yes	General Fund				
DPW-19	28 DPW-SD	New Storm Drainage Master Plan	\$ 208,000		270,400	Yes	General Fund				
DPW-20	29 DPW-SD	Pipeline - Park-n-Ride (J)	\$ 576,000		748,800	Yes	General Fund				
DPW-21	30 DPW-SD	Replace CMP on North Hill Drive (S), Humboldt Rd (CC), Kings Rd. (DD), Replace SD Humboldt and Solano (D)	\$ 171,000		222,300	Yes	General Fund				
DPW-22	31 DPW-SD	SD Culvert Guadalupe Canyon (T,V) and west end of South Hill Dr. (P)	\$ 1,018,000		1,323,400	Yes	General Fund				
DPW-23	32 DPW-SD	SD Pipeline along South Hill Dr. near Valley Drive (Z)	\$ 756,000		982,800	Yes	General Fund				
DPW-24	33 DPW-SD	SD Pipeline along Valley Dr. from South Hill Drive to Cypress Ln. (M)	\$ 1,132,000		1,471,600	Yes	General Fund				
DPW-25	34 DPW-SD	SD Pipeline for Bayshore Blvd. north of Fire Station (L)	\$ 284,000		369,200	Yes	General Fund				
DPW-26	35 DPW-SD	SD Sediment trap and pipeline-parking lot south of Valley Dr. (H)	\$ 336,000		436,800	Yes	General Fund				
DPW-27	36 DPW-SD	SD-inlet and grade modifications at Alana Way (EE)	\$ 114,000		148,200	Yes	General Fund				
DPW-28	37 DPW-SD	Sediment Trap and Pipeline, Main Street at Bayshore Blvd. (FF)	\$ 260,000		338,000	Yes	General Fund				
DPW-29	38 DPW-SD	Storm Drain Pipeline from Visitacion Ave. and San Francisco Ave to Bankers Lane/San Francisco Ave., West of Visitacion Ave./San Bruno Ave. north of Mariposa St. (B,C,E)	\$ 1,766,000		2,295,800	Yes	General Fund				
DPW-30	39 DPW-SD	Vee Ditch Cleaning and Improvements (Q,R)	\$ 203,000		263,900	Yes	General Fund				
DPW-31	40 DPW-Sewer	Sierra Point Lift Station Improvements (LS#4)	\$ 512,000		665,600	Yes	Developer				
DPW-32	41 DPW-Sewer	Bayshore Blvd. North - Sewer Replacement	\$ 2,670,000		3,471,000	Yes	Utility Fund			2025	
DPW-33	42 DPW-Sewer	Lift Station Condition Assessment and Hydraulic Evaluation			200,000	Yes	Utility Fund			2024	
DPW-34	43 DPW-Sewer	New Sewer Master Plan	\$ 363,000	Completed	600,000	Yes	Utility Fund			2025	
DPW-35	44 DPW-Sewer	Sewer Pipeline Replacements - Priority 1	\$ 547,000		900,000	Yes	Utility Fund			2019	
DPW-36	45 DPW-Sewer	Sewer Pipeline Replacements - Priority 2/3			1,240,000	Yes	Utility Fund			2021	
DPW-37	46 DPW-Sewer	Terminal Manhole Installation	\$ 56,000		181,500		Utility Fund			2021	
DPW-38	47 DPW-Sewer	Trinity Sewer Replacement	\$ 176,000		110,000		Utility Fund			2021	
DPW-39	DPW-Sewer	Bayshore Blvd. South - 8" Force Main Underground Relcotation	\$ 387,000	Completed			Utility Fund				
DPW-40	DPW-Sewer	Television Inspection and Evaluation - Sewer	\$ 580,000	Completed			Utility Fund				
DPW-41	DPW-Streets	Slope Stability for 900 block Humboldt Road	\$ 332,000	Completed			Disaster Relief	General Fund			
DPW-42	48 DPW-Streets	Pavement Maintenance Project (Annual)	\$ 200,000	Funded	300,000		Gas Tax	Measure A			
DPW-43	49 DPW-Streets	Alley Improvements - Alvarado to San Benito	\$ 44,000		200,000		General Fund				

Capital Projects Listed By Department

		Completed projects	Approved Projects	Staff Priority Project	New Projects	Revised Projects	Moved to Operations Budget	More Information			
Page No.	Department	Name	Cost - 2008	Status	Cost 2016	Master Planned	Funding Sources	Funding Sources	Funding Sources	Anticipated Start Date	
DPW-44	50	DPW-Streets	Intersection Improvements at Bayshore/San Bruno	\$ 249,000		52,000		General Fund			
DPW-44a	51	DPW-Streets	Intersection Improvements at Bayshore/San Bruno (Traffic Light)			500,000		General Fund			
DPW-45		DPW-Streets	Slope Stability Analysis - Bayshore at Ice House Hill	\$ 61,000	Completed			General Fund -C			
DPW-46	52	DPW-Streets	Controller Upgrades & Replacements	\$ 406,000		527,800		Grant	Developer	General Fund	
DPW-47		DPW-Streets	Video Detection Upgrade - Phase 2	\$ 103,000	Completed			Grant	Developer	General Fund	
DPW-48	53	DPW-Streets	Pedestrian Path - Humboldt Road to Kings Road	\$ 286,000		371,800		South Hill Land Sale	General Fund		
DPW-48a	53	DPW-Streets	Pedestrian Path - Humboldt Road to Kings Road - Design			35,000		South Hill Land Sale	General Fund		
DPW-49	54	DPW-Water	Water Main Installation Aqueduct Zone	\$ 1,099,000		1,428,700		Developer			
DPW-50	55	DPW-Water	Water Storage Tank Installation-Aqueduct Zone	\$ 3,581,000		4,680,000	Yes	Developer			
DPW-51	56	DPW-Water	Crocker Tank Replacement	\$ 3,753,000	not needed until 2030		Yes	Utility Fund			
DPW-52	57	DPW-Water	Extended Period Simulation Hydraulic Analysis			75,000	Yes	Utility Fund		2021	
DPW-53	58	DPW-Water	Glen Park Pump Station Upgrade	\$ 2,151,000	Funded	2,796,300	Yes	Utility Fund	Bond	2018	
DPW-54	59	DPW-Water	New Water Master Plan	\$ 194,000			Yes	Utility Fund		2025	
DPW-55	60	DPW-Water	North Hill Pump Station Upgrade	\$ 905,000		1,176,500	Yes	Utility Fund		2024	
DPW-56	61	DPW-Water	PRV Construction and Fire Main on Annis/Line F,G,H,I,J and Annis PRV	\$ 2,043,000	Funded	3,120,000	Yes	Utility Fund	Bond	2017	
DPW-57	62	DPW-Water	Pump Station Condition Assessment		New	100,000	Yes	Utility Fund		2024	
DPW-58	63	DPW-Water	SCADA System Replacement	\$ 391,000	Funded	508,300	Yes	Utility Fund	Bond	2018	
DPW-59	64	DPW-Water	Seismic Studies/Plans	\$ 119,000		200,000	Yes	Utility Fund		2024	
DPW-60	65	DPW-Water	Water Main Replacement-San Bruno and Trinity	\$ 955,000		400,000		Utility Fund		2024	
DPW-61	66	DPW-Water	Water Meter AMI Sysetm			1,500,000		Utility Fund		2020	
DPW-62	67	DPW-Water	Water Pipeline Replacements -Priority 1	\$ 803,000		400,000	Yes	Utility Fund		2019	
DPW-63	68	DPW-Water	Water Pipeline Replacements -Priority 2	\$ 827,000		1,370,000	Yes	Utility Fund		2020	
DPW-64	69	DPW-Water	Water Pipeline Replacements -Priority 3	\$ 852,000		135,000	Yes	Utility Fund		2021	
DPW-65	70	DPW-Water	Golden Aster Pump Station Upgrade	\$ 776,000		1,008,800	Yes	Utility Fund		2022	
DPW-66	71	DPW-Streets	Sierra Point Parkway Dip Repairs			35,000		General Fund		2020	
DPW-67	72	DPW-SD	Quarry Road 42" CMP Storm Drain Replacement			325,000		General Fund		2023	
DPW-68	73	DPW- Sewer	Valley Drive Lift Station Rehabilitation			250,000	Yes	Utility Fund		2022	
DPW-69	74	DPW-Water	Water System Enhancement			100,000		Utility Fund		2022	
DPW-70	75	DPW-Streets	Bus Stop improvements Van Water and Rodgers Road			100,000		Grant Funding	General Fund		
DPW-71	76	DPW-Streets	Guadalupe Canyon Parkway Safety Improvments		New	120,000		Grant Funding	General Fund	2020	
DPW-72		DPW- Water	Water/Sewer Station Backup Power Connection		New	30,000		Utility Fund		2020	
DPW-73		DPW- Streets	Fire Hydrant Maintenance		New	75,000		General Fund			
DPW-74		DPW-Streets	Retaining Wall - 400 Block Kings Road		New	200,000		Genarl Fund			
FIRE-01		Fire	Communication System	\$ 40,000	completed			General Fund			
FIRE-02	77	Fire	Fire Station #81 Seismic Retro-Fit	\$ 1,000,000		1,000,000		General Fund		2023	
FIRE-05	78	Fire	Remodel Bathroom Fire Station #81	\$ 100,000		100,000		General Fund		2021	
FIRE-09		Fire	Upgrading Exhaust System for Fire Apparatus	\$ 5,000	completed	5,000		General Fund			
FIRE-10		Fire	Painting Exterior of Fire Station	\$ 15,000	Completed - DPW			General Fund -C			
MARINA-01	79	Marina	Hand Launch Facility	\$ 125,000		620,000		Grant			
MARINA-02	80	Marina	Bathymetric Survey of Marina and Entrance Channel			13,000		Marina		2019	
MARINA-03	81	Marina	Dumpster/Recycling Enclosure	\$ 25,000		50,000		Marina			
MARINA-04	82	Marina	Preliminary Design and Cost Estimating for R&R of flotation billets, dock utilities and dock boxes	n/a		75,000		Marina Fund		2019	
MARINA-05	83	Marina	Pump-a-Head Replacement	\$ 20,000	grant pending	26,000		Grant	Marina		
MARINA-06	84	Marina	Fishing Pier Improvements	\$ 75,000		97,500		Marina			
MARINA-07	85	Marina	Small Boat House	\$ 165,000	Needed only when hand launch facility is built	214,500		Marina			
MARINA0-9		Marina	Creosote Piling Removal	\$ 20,000	Completed			Marina			
MARINA-10		Marina	Dock Sections Replacement Project	\$ 400,000				Marina			
MARINA-11		Marina	Marina Approach Channel Maintenance Dredging	\$ 330,000	Completed			Marina			
MARINA-12		Marina	Marina Maintenance Dredging	\$ 3,000,000	Completed			Marina			
MARINA-13		Marina	Flotation Replacement	\$ 750,000	No longer needed replaced by Marina 4			Marina Fund			
MARINA-14		Marina	North and South Boater Restrooms	\$ 53,900	Completed			Marina Fund			
MARINA-15		Marina	North and South Public Restrooms	\$ 88,200	Completed			Marina Fund			
MARINA-16		Marina	Replace Promenade Lights	\$ 30,000	Completed			Marina Fund			
MARINA-17		Marina	Wooden Component Dock Maintenance Project	\$ 60,000	95% Complete	78,000		Marina Fund			
PR-01		Parks and Recreation	All-Weather Volleyball Court - Lipman		School District did this on it's own	50,000		School District			
PR-02	86	Parks and Recreation	Community Park - Installation of Bocce Ball Courts			40,000		General Fund			
PR-03	87	Parks and Recreation	Dog Park Lighting			10,000		General Fund			
PR-04	88	Parks and Recreation	Electronic Signboards @ Community Park and Mission Blue			80,000		General Fund			

Capital Projects Listed By Department

		Completed projects	Approved Projects	Staff Priority Project	New Projects	Revised Projects	Moved to Operations Budget	More Information			
Page No.	Department	Name	Cost - 2008	Status	Cost 2016	Master Planned	Funding Sources	Funding Sources	Funding Sources	Anticipated Start Date	
PR-05	89	Parks and Recreation	Full Size Soccer Field Construction		\$ 1,000,000		1,300,000		General Fund		
PR-06	90	Parks and Recreation	Marquee Sign at Mission Blue				30,000		General Fund		
PR-07	91	Parks and Recreation	Modular Addition - Brisbane Elementary School		\$ 150,000		250,000		General Fund	County	School District
PR-08	92	Parks and Recreation	Quarry Road Lighting				40,000		General Fund		
PR-09	93	Parks and Recreation	Study Brisbane Gymnasium		\$ 40,000		60,000		General Fund		
PR-10	94	Parks and Recreation	Turf Renovatation - B.E.S. Lower Athletic Field		\$ 150,000		200,000		General Fund		
PR-11	95	Parks and Recreation	Turf Renovatation - Lipman Athletic Field		\$ 700,000		800,000		General Fund		
PR-12		Parks and Recreation	Community Center Park Renovation	Completed	\$ 75,000				General Fund -C		
PR-13	96	Parks and Recreation	Restroom & Storage Buildings Installation - Lipman School Athletic Field		\$ 90,000		100,000		General Fund		
PR-14	97	Parks and Recreation	West Hill Mini Park		\$ 100,000	Part of Guadalupe Valley Trail Master Plan					
PR-15		Parks and Recreation	Restroom and Storage Buildings Installation - Brisbane Elementary School	Completed	\$ 85,000				State Bond	General Fund	
PR-16	98	Parks and Recreation	Master Plan for Guadalupe Valley Trail (Crocker Trail)				100,000		South Hill Land Sale		2019
PR-17		Parks and Recreation	Sound System Replacement at the Community Center						Donated		

Project Title: Retaining Wall - 400 Block Kings Road

Description: Project will be the design and construction of either a shotcrete-coated soil nail wall, or a vertical drilled in place steel beam with horizontal wood lagging wall over an approximate 100 foot length of failing hillside.

Year to be completed Fiscal Year:

Project Number: DPW 74

Funding Source: General Fund

Projected Cost in 2019: \$200,000

Any additional staff needed: None

Ongoing costs created by completion of this project: None

Community need to be met: This project is considered mitigation, in that it shores up a potential area of failure that could occur during an earthquake or heavy rain event.

Project Title: Fire Hydrant Maintenance

Description: This project will complete the following work on all 247 public fire hydrants; confirm correct operation of all outlet valves, remove and apply anti-seize on all outlet caps, provide National Fire Protection Association recommended cap colors on yellow hydrants and colored hydrant flags on all “decorative” hydrants, and paint all yellow hydrants.

Year to be completed Fiscal Year: 2020

Project Number: DPW 73

Funding Source: General Fund

Projected Cost in 2020: \$75,000

Any additional staff needed: None

On-going costs created by completion of this project: None

Community need to be met: This project will ensure that all hydrants are in working condition (or identified for repair/replacement) and that the hydrants are marked for ease of location by fire personnel and also marked with correct available water flow. The proposed work is consistent with recommendations found in National Fire Protection Association (NFPA 291 chapter 4) and Insurance Services Office (ISO) guidelines.

Project Title: Water/Sewer Station Backup Power Connection

Description: This project will complete the design and cost estimating for retrofitting 2 sewer lift stations and 2 water pump stations with shore power connections that will allow a towed portable generator to quickly connect to the station and thus keep it in service. (The remaining stations are being redesigned with this capability under separate projects.)

Year to be completed Fiscal Year: 2020

Project Number: DPW 72

Funding Source: Utility Fund

Projected Cost in 2020: \$30,000

Any additional staff needed: None

On-going costs created by completion of this project: None

Community need to be met: The city's utility stations were designed with a 72-hour standby power capacity. After years of devastating wildland fires, PG&E recently announced that to prevent more of these fires, transmission lines may in future be turned off for up to 7 days. In the event that one of our existing hard-wired generators should fail during an extended run-time, this project will give the city the capability to bring in a portable generator and quickly connect that to the station.