



BRIEFING NOTES

DATE: November 4, 2011
TO: City Council
FROM: Russell J. Morreale, Finance Director
SUBJECT: **Capital Improvement Project Status Report (CIP) – June 30, 2011**

Attached please find a CIP status report update for the year ended June 30, 2011. This is a pre-audit, but near final, view of FY10-11 activity. *Budget to actual dollars reflect full activity through June 30th^b and status updates updated accordingly. This report also reflects all 10-11 adopted projects and adjustments to date.* This report is intended to provide a timely, relevant, and complete status update on the progress made on approved and active capital projects. It will be posted on the web this weekend as well.

The “Capital Improvement Project Status Summary Report” includes a graphical display of the total inventory of active projects with an indication of how many have been completed. We are pleased to report that at this point 114 of the total 182 projects have achieved a completed status with 5 others having been placed on-hold. In terms of status, please note the following:

- As of June 30, 2011, 55 projects remain open and active. The total value of all outstanding projects equals \$28.6million - 37% CIP funded - 20% Sewer funded - and 42% subject to external or State subvention funding.
- 28 jobs have been completed in the past year, 9 in the past six months and six in the past quarter. The full upgrade of Rosita park has been completed as of the date of this report and will be reflected in the next quarterly update
- The report detail now presents active projects only for ease of presentation – completed detail is available upon request.

In so far as this report presents a project status update it does not project available fund balances and reserves needed to support capital projects planned for the future. Those discussions will evolve during future operating and CIP budget reviews. At that time we can address the long-term funding patterns and needs for citywide facilities, maintenance, and improvements as we update our long term financial plan.

Attachments:

- Capital Improvement Project Status Summary Report
- Capital Improvement Project Status Detail Report

Cc: Doug Schmitz, City Manager
Department Heads

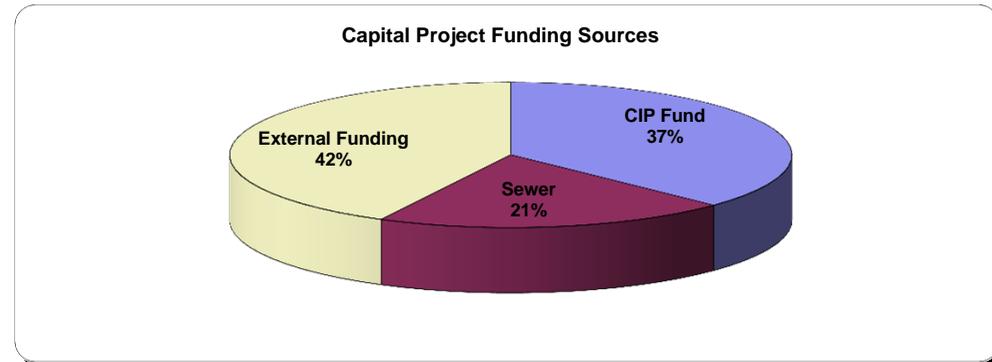
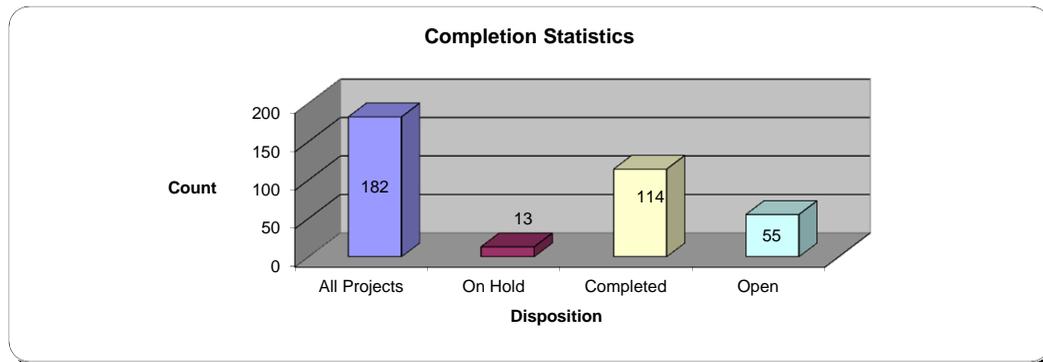
Capital Improvement Project Status Report June 2011 (Pre-Audit)

Active Projects - Budget Status					
Fiscal Year	Count	% Count	Project Budget	Balance Remaining	% Expended
10-11	19	35%	4,116,900	3,684,151	11%
09-10	11	20%	7,608,209	5,821,619	23%
08-09	12	22%	8,373,566	5,854,174	30%
07-08	4	7%	1,193,865	152,682	87%
06-07	3	5%	3,072,000	590,923	81%
05-06	2	4%	247,150	14,008	94%
04-05	0	0%	-	-	-
03-04	0	0%	-	-	-
02-03	3	5%	1,848,825	1,279,831	31%
Prior	1	2%	2,160,000	1,703,812	21%
55 100% 28,620,515 19,101,200 33%					

Distribution By Type					
Annual	7	13%	959,400	756,725	21%
Streets	22	40%	14,456,069	11,129,680	23%
Facilities	2	4%	1,695,125	1,347,341	21%
Parks	4	7%	2,785,509	506,099	82%
Sewer	11	20%	6,454,150	3,900,462	40%
Other	9	16%	2,270,262	1,460,894	36%
55 100% \$28,620,515 \$19,101,200 33%					

Active Projects Balance - Funding Sources			
CIP Funding	Sewer Funding	External Funding	Total
672,709	2,123,783	887,658	3,684,151
4,375,447	1,093,964	352,207	5,821,619
701,168	679,706	4,473,299	5,854,174
152,682	-	-	152,682
590,923	-	0	590,923
11,000	-	3,008	14,008
-	-	-	0
-	-	-	0
311,800	-	968,032	1,279,831
289,600	-	1,414,212	1,703,812
7,105,330	3,897,454	8,098,416	19,101,200
37%	20%	42%	100%

Number of Projects Completed Per Period	
No of Projects Completed Past Quarter	6
No of Projects Completed Past Six Months	9
No of Projects Completed Past Year	28
No of Projects Completed Eighteen Months	34
Average Per Month	2



Funding Sources
CIP Funded - Project is to be funded using the City's available Capital Improvement fund balance in line with adopted Capital projects
Sewer Funded - Project is to be funded using the City's rate driven Sewer enterprise operations
Restricted Funding- Project is funded through special revenue funds, state or federal restricted funding, grants, donations and/or contributions

Scope - This Schedule reports on active and Capital projects that have been adopted and/or completed in a current or prior budget year

**Capital Improvement Project Status Detail Report
June 2011 (Pre Audit Close)**

SERVICE CATEGORY	CIP #	PROJECT TITLE	PROJECT ADOPTION YEAR	PRIMARY STAFF	BUDGET	EXPENDED INCEPTION TO DATE	BALANCE	ESTIMATED START DATE (MM/YR)	% SPENT	% PROJECT	STATUS	COMMENTS	CIP FUNDED	SEWER FUNDED	EXTERNAL FUNDING	RETURN TO CIP FUND
OPEN & ACTIVE PROJECTS																
Traffic & Streets	00220	Fremont Avenue Bridge Replacement	2002	Jim	2,160,000	456,188	1,703,812	Spring 2011	21%	26%	AD	In Design	289,600	0	1,414,212	
	00325	Rehabilitate Portland Avenue Bridge	2003	Jim	1,433,825	272,220	1,161,605	Spring 2011	19%	25%	AD	In Design & Environmental Studies	193,573	0	968,032	
	00718	Traffic Signal Controller & Cabinet Replacement	2007	Jim	276,000	214,351	61,649	Fall 2010	78%	99%	AC	In Construction	61,649	0	0	
	00816	First Street Streetscape Design	2008	Dave	607,950	532,260	75,690	Summer 2010	88%	95%	AD	Construction Contract Awarded	75,690	0	0	
	00817	Loyola Corners Streetscape Design	2008	Dave	230,790	156,072	74,718	Summer 2010	68%	80%	AD	On Hold pending SCC Bridge Design	74,718	0	0	
	00933	Miramonte Ave & Covington Road Traffic Signal	2009	Jim	250,000	0	250,000	Funded On Hold	-	0%	AD	Staff Exploring Design Alternatives	250,000	0	0	
	00934	Homestead Road Safety Improvements	2009	Jim	417,804	77,637	340,167	Spring 2011	19%	23%	AD	In Design	0	0	340,167	
	00906	Annual Safe Routes to School	2009	Jim	636,000	95,548	540,452	Fall 2010	15%	35%	AC	In Construction	63,600	0	476,852	
	00922	First Street Utility Undergrounding - Phase I	2009	Dave	2,952,000	128,190	2,823,810	Summer 2010	4%	95%	AC	In Construction	231,810	0	2,592,000	
	01009	El Monte Avenue Bicycle Lane	2010	Jim	86,000	32,932	53,068	Fall 2010	38%	99%	AC	In Construction	53,068	0	0	
	01011	Bicycle Transportation Plan Update	2010	Jim	75,000	72,991	2,009	N/A	97%	90%	AD	In Design (Study)	2,009	0	0	
	01012	Collector Street Traffic Calming	2010	Jim	400,000	47,793	352,207	Spring 2011	12%	2%	AD	In Design	0	0	352,207	
	01015	Collector Traffic Calming Master Plan	2010	Jim	110,000	97,851	12,149	N/A	89%	99%	AD	In Design (Study)	12,149	0	0	
	01023	First Street Utility Undergrounding - Phase II	2010	Dave	240,000	8,276	231,724	Summer 2010	3%	3%	AD	UUD Formation Completed - Awaiting PGE Approval	231,724	0	0	
	01026	Downtown Intersections Construction (Formerly First Street)	2010	Dave	1,694,225	1,084,869	609,356	Spring 2011	64%	80%	AC	In Construction	609,356	0	0	
	01027	First Street Streetscape Construction (Formerly First Street)	2010	Dave	2,117,475	6,626	2,110,849	Summer 2011	0%	0%	AD	Construction Contract Awarded	2,110,849	0	0	
	01111	Homestead Road Medians & Paths	2011	Jim	216,000	0	216,000	Fall 2010	-	23%	AD	In Design	0	0	216,000	
	01112	San Antonio Road Resurfacing	2011	Jim	289,000	0	289,000	Fall 2010	-	32%	AD	In Design	0	0	289,000	
	01118	Pedestrian Master Plan	2011	Jim	75,000	0	75,000	Fall 2010	-	0%	NS	Awaiting Additional Funding	75,000	0	0	
	01119	Portola Ave Sidewalk	2011	Jim	51,000	6,048	44,952	Winter 2011	12%	5%	NS	In Design	0	0	44,952	
	01120	Grant Rd Pathway Bryant to Altamead	2011	Jim	88,000	2,758	85,242	Winter 2011	3%	5%	NS	In Design	50,000	0	35,242	
	01122	Traffic Signs Replacement	2011	Jim	50,000	33,780	16,220	Fall 2010	68%	90%	AD	In Design (Study)	16,220	0	0	
22					14,456,069	3,326,389	11,129,680		23%				4,401,017	0	6,728,663	0
Facilities	00819	San Antonio Rd Streetscape Design	2008	James	345,125	345,202	(77)	In Process	100%	95%	AD	In Design	(77)	0	0	
2	01008	San Antonio Road Construction (Streetscape)	2010	Jim	1,350,000	2,582	1,347,418	Spring 2011	0%	0%	AC	In Design	1,347,418	0	0	
					1,695,125	347,784	1,347,341		21%				1,347,341	0	0	0
Parks	00611	San Antonio Club Playground Renovation	2006	Beverly	11,000	0	11,000	Fall 2010	-	0%	AD	Design discussions have begun	11,000	0	0	
	00707	Rosita Park & Right of Way	2007	Brian	2,490,000	1,997,558	492,442	Summer 2011	80%	80%	AC	Park Opening October 2011	492,442	0	0	
	00920	Parks Master Plan	2009	Jon	71,500	69,945	1,555	Fall 2010	98%	75%	AD	Draft Submitted - Under Review	0	0	1,555	
4	01022	San Antonio Club Rehabilitation	2010	Beverly	213,009	211,907	1,102	Fall 2010	99%	99%	AC	Completed in following quarter	1,102	0	0	
Sewer					2,785,509	2,279,410	506,099		82%				504,544	0	1,555	0
	00612	Sewer Metering Stations	2006	Jim	236,150	233,142	3,008	Under Const.	99%	97%	AC	In Construction	0	0	3,008	
	00926	Annual Sewer Main Repair	2009	Jim	538,310	441,668	96,642	Summer 2010	82%	85%	AC	In Construction	0	96,642	0	
	00928	Sewer Main Corrosion Rehabilitation Project A	2009	Jim	874,690	420,085	454,605	Summer 2010	48%	85%	AC	In Construction	0	454,605	0	
	00929	Sewer Main Replacements - Sewer Master Plan Project	2009	Jim	543,000	456,102	86,898	Summer 2010	84%	85%	AC	In Construction	0	86,898	0	
	00937	Pine Lane Sewer Pump Station	2009	Jim	636,000	594,438	41,562	Summer 2010	93%	99%	AC	In Construction	0	41,562	0	
	01014	South Sewer Main Replacement - Phase I	2010	Jim	1,172,500	78,536	1,093,964	Winter 2010	7%	36%	AC	In Construction	0	1,093,964	0	
	01104	Annual Sewer Main Repair	2011	Jim	358,000	17,399	340,601	Summer 2010	45%	6%	AD	In Design	0	340,601	0	
	01105	Annual Sewer Main Video	2011	Jim	343,000	177,829	165,171	Summer 2010	52%	97%	AC	In Construction	0	165,171	0	
	01114	Sewer Main Replacement - Phase II	2011	Jim	1,172,500	30,371	1,142,129	Summer 2010	45%	6%	AD	In Design	0	1,142,129	0	
	01115	Fallen Leaf Lane Sewer Main Replacement	2011	Jim	430,000	22,499	407,501	Summer 2010	45%	6%	AD	In Design	0	407,501	0	
11	01117	Sewer Master Plan Update	2011	Jim	150,000	81,618	68,382	Fall 2010	54%	70%	AD	In Design (Study)	0	68,382	0	
Other Projects					6,454,150	2,553,688	3,900,462		40%				0	3,897,454	3,008	0
	00315	Emergency Operations Center Upgrade	2003	Tuck	100,000	73,251	26,749	In Process	73%	75%	AC	Final EOC Modifications Pending	26,749	0	0	
	00316	Financial System Upgrade	2003	Russ	315,000	223,523	91,477	In Process	71%	71%	AC	Busn Licensing Installed - Future Upgrades Planned	91,477	0	0	
	00717	Storm Drain System Master Plan	2007	Jim	306,000	269,168	36,832	In Process	88%	85%	AD	Study Only	36,832	0	0	
	00813	Regional Public Safety Interoperability & Emergency Communications	2008	Tuck	10,000	7,649	2,351	In Process	76%	76%	AD	Technology Upgrade Design Phase	2,351	0	0	
	00921	Public Works/Finance Document Archiving	2009	Jim	102,262	12,190	90,072	In Process	12%	75%	AD	In Design	90,072	0	0	
	00923	Police Records Mgmt & Dispatch System	2009	Tuck	1,064,000	1,274	1,062,726	In Process	0%	0%	AD	In Detailed System Design Phase	0	0	1,062,726	
	00930	Demolition of 400 Main Street	2009	Dave	288,000	222,314	65,686	Summer 2010	77%	90%	AC	Building Removed Site Improvements Underway	65,686	0	0	
	01116	NPDES Compliance Design	2011	Jim	70,000	0	70,000	Spring 2011	-	2%	NS	Awaiting Completion of Storm Drain Master Plan	70,000	0	0	
9	01121	Historic Resources Rating System - Phase III	2011	James	15,000	0	15,000	Fall 2010	-	0%	NS	Not Started	15,000	0	0	
Annual Projects					2,270,262	809,368	1,460,894		36%				398,168	0	1,062,726	0

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June 2011 (Pre Audit Close)**

SERVICE CATEGORY	CIP #	PROJECT TITLE	PROJECT ADOPTION YEAR	PRIMARY STAFF	BUDGET	EXPENDED		ESTIMATED		% SPENT	% PROJECT	STATUS	COMMENTS	CIP FUNDED	SEWER FUNDED	EXTERNAL FUNDING	RETURN TO CIP FUND
						INCEPTION TO DATE	BALANCE	START DATE	DATE								
	01007	Annual Special Projects and Studies	2010	James	150,000	142,229	7,771	TBD		95%	95%	AC	Committed to Intersection Design & Opp EIR Study	7,771	0	0	
	01102	Annual Street Striping	2011	Jim	50,000	413	49,587	Fall 2010		1%	30%	AD	In Design, Const in Summer 2011	49,587	0	0	
	01103	Annual Concrete Repair	2011	Jim	150,000	29,670	120,330	Fall 2010		20%	35%	AD	In Design, Const in Summer 2011	120,330	0	0	
	01107	Annual ADA Accessibility	2011	Jim	209,400	4,760	204,640	Fall 2010		2%	5%	AD	In Design, Const in Spring 2012	0	0	204,640	
	01108	Annual NTMP Projects	2011	Jim	75,000	1,985	73,015	TBD		3%	0%	NS	To be used as needed for NTMP projects	73,015	0	0	
	01109	Annual Special Projects and Studies	2011	James	100,000	21,442	78,558	TBD		21%	21%	AC	Obligated for various facility repairs	78,558	0	0	
7	01110	Biennial Street Slurry Seal	2011	Jim	225,000	2,176	222,824	Fall 2010		1%	36%	AC	In Construction	125,000	0	97,824	
					959,400	202,675	756,725			21%				454,260	0	302,464	0
55					28,620,515	9,519,315	19,101,200			33%				7,105,330	3,897,454	8,098,416	0

Status Codes
NS-Not Started
AD-Active - In Design
AC-Active - In Construction
OH-On Hold funding preserved
CP-Completed - Pending Final Review
CL-Closed- Return dollars to fund balance
XX-Cancelled - Return dollars to fund balance

Scope - This Schedule presents those Capital projects that have been adopted in a current or prior budget years

Funding Sources
CIP Funded - Project is to be funded using the City's available Capital Improvement fund balance in line with adopted Capital projects
Sewer Funded - Project is to be funded using the City's rate driven Sewer enterprise operations
Restricted Funding - Project is funded through state or federal restricted funding, grants, donations and/or contributions

FUNDED - ON HOLD

	00408	City Hall HVAC System	2004	Jim	129,891	51,945	77,946	Funded On Hold		40%	100%	OH	On Hold Pending Civic Center Improvements	77,946	0	0	
	00936	Redwood Grove/Nature Center	2009	Dave	198,000	59,341	138,660	Funded On Hold		0%	20%	OH	Pending Council Discussion & Action	138,660	0	0	
	00709	Grant Park Jogging Trail	2007	Dave	15,000	0	15,000	Funded On Hold		-	0%	OH	Pending park master plan project	15,000	0	0	
	00805	Parallel Sewer Main on Magdalena Ave	2008	Jim	282,000	14,607	267,393	Funded On Hold		5%	0%	OH	Pending Amendment of Agreement with Los Altos Hills	0	267,393	0	
	00915	Dog Park (Deferred to 12-13 CIP)	2009	Beverly	227,000	0	227,000	Funded On Hold		-	0%	OH	Pending future CIP commitments	0	0	227,000	
5					851,891	125,892	725,999			15%				231,606	267,393	227,000	0