

**REPORT TO MAYOR AND COUNCIL****TO THE HONORABLE MAYOR AND CITY COUNCIL**

DATE: June 24, 2014

SUBJECT: ADOPTION OF THE FISCAL YEAR 2014-2015 BUDGET AND TEN-YEAR FINANCIAL FORECASTS FOR THE CITY OF CONCORD, AND RELATED ITEMS**Report in Brief**

On June 3, 2014, the City Council held a public hearing to consider the Fiscal Year (FY) 2014-15 operating budgets for the City of Concord, Ten-Year Financial Forecasts, the capital project budgets, and related items. A copy of the staff report to the City Council for that meeting is attached to this document. Public testimony was received and the public hearing was continued until tonight (Tuesday, June 24, 2014), for final action by the City Council.

In addition, at the June 3rd public hearing, the City Council requested additional information from staff on several topics. Responses to those requests are included in this report and its attachments.

Discussion

State law requires that the City of Concord adopt a budget prior to the beginning of each fiscal year. On March 22, 2014, the Council held a workshop to establish areas of priority focus for the Fiscal Year 2014-15 Budget. Subsequently, on May 13, 2014, the Council held a budget workshop as its first public meeting on the City's FY 2014-15 Budget. On June 3, 2014, the City Council opened a public hearing to receive additional information from staff regarding the Proposed Operating Budget and Capital Improvement Program/Transportation Improvement Program/Information Technology projects (CIP/TIP/ITP). **Attachment A** contains the staff report from the June 3rd public hearing. The meeting of June 24th is the final meeting on the budget and the City Council is being asked to take all necessary actions to adopt the budget and Ten-Year Financial Forecasts.

Responses to Requests for Additional Information

At the June 3rd public hearing, the City Council requested additional information from staff the following topics:

1. Potential Partnership with the Mt. Diablo Unified School District for Three School Resource Officer Positions
2. Potential Increase in Parking Fines

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3. Potential Establishment of a Graffiti Fine
4. Alternative Funding Options for the Park Pumps Project (#2242)
5. Clarification of the Stormwater Ten-Year Forecast
6. Various Follow-up Items Regarding the Capital Improvement Program (CIP Budget)
7. Addition of the new One-Time Funds Policy to the list of Budget Policies that are reviewed annually

Staffs' response to each request by the City Council is provided below or discussed in an attached memorandum, as noted.

1. Potential Partnership with the Mt. Diablo Unified School District for Three School Resource Officer Positions

In order to provide financial savings in response to the lasting effects of the Great Recession, the City froze (as unfilled) three vacant School Resource Officer (SRO) positions in July 2012. The two remaining SRO positions were re-assigned to Community Policing and in that capacity continued to provide limited support to the Mt. Diablo Unified School District. At the June 3rd public hearing, Mayor Timothy Grayson discussed a potential partnership with the Mt. Diablo Unified School District to split the costs of three officers 50/50 that would be assigned to the schools as SRO positions. The goal is to provide additional public safety presence in the District's schools within Concord, focusing primarily on the high schools. Staff has since had communications with the Mt. Diablo Unified School District and confirmed that the District is interested exploring a partnership to jointly fund three SRO positions. A letter from the Mt. Diablo School District, which formally conveys their interest in the potential partnership, can be found as **Attachment B**.

Concord Police Chief, Guy Swanger, is leading discussions with the District to establish a deployment schedule and partnership agreement. The estimated cost of each SRO position is \$180,000, which is inclusive of salary and benefit costs. As such, the total for three positions is approximately \$540,000, with each agency to be responsible for half of the cost (or approximately \$270,000).

To provide these three new SRO positions, the City will hire two new officers and reassign one officer from within the Department. The Chief will make the decision on where from within the Department to pull the third officer based on the need to balance all of the community's public safety needs and the Council's priorities. As always, when he makes a reassignment, he uses public safety as his primary consideration.

Because the District will be carrying the cost for 1.5 FTEs and the City is obtaining 1 FTE through reassignment, the Chief will need to reassign funds from within the Department to pay for the remaining .5 FTE. The Chief and our Budget Officer, Jovan Grogan, have been in conversation and they are confident this can be done successfully.

If Council desires to partner with the Mt. Diablo School District to equally share the cost of three school resource officers, such direction should be provided to staff during the June 24th Council meeting. If so directed, staff will incorporate all necessary changes into the adopted budget.

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2. Potential Increase in Parking Fines

Councilmember Edi Birsan requested that the City consider increasing parking fines to a level that will match the highest fine imposed by a municipality within Contra Costa County or that we go a few percentage points above the highest fine in the County. Staff examined the fine amounts for the most common parking violations in cities within the County. A memorandum and survey on this topic can be found as **Attachment C**. The following table summarizes the survey results.

| Violation Type | Concord Fine | Average Peer City Fine | City with the Highest Fine |
|---|---------------------|-------------------------------|-----------------------------------|
| Handicapped Parking | \$325 | \$286 | Richmond, \$350 |
| Blocking Wheelchair Access | \$325 | \$238 | Concord, \$325 |
| Expired Registration Tabs (Period of Display) | \$65 | \$43 | Concord and Walnut Creek, \$65 |
| Time Zone (or Meter) Violation | \$40 | \$39 | El Cerrito, \$59 |
| Parked Vehicle in Street/Alley over 72 Hours | \$40 | \$44 | El Cerrito, \$64 |
| Posted No Parking or Red Curb | \$40 | \$43 | Richmond, \$100 |
| Violation of Marked Curb Parking | \$40 | \$41 | El Cerrito, \$59 |

If Council desires to increase the parking fines in any category, such direction should be provided to staff at the Council meeting. If so directed, staff will make the necessary changes to the adopted fee resolution.

3. Potential Establishment of a Graffiti Fine

Councilmember Edi Birsan requested that the City consider adoption of an ordinance imposing a \$1,000 fine against any individual found to have defaced public or private property with graffiti. **Attachment D** discusses the City’s current framework for enforcing graffiti violations and the steps the City would need to take to impose such a fine on graffiti “taggers.”

If Council desires to establish this fine, such direction should be provided to staff at the Council meeting. If so directed, staff will make the necessary changes to the adopted fee resolution.

4. Alternative Funding Options for the Park Pumps Project (#2242)

Councilmember Laura Hoffmeister requested additional information on the potential for other funding sources, aside from Measure WW funds, for the Park Pumps Replacement Project (#2242). **Attachment E** responds to this question.

5. Clarification of the Stormwater Ten-Year Forecast

The proposed Ten-Year Forecast for the Stormwater Fund includes projected annual increases of 3.5% in parcel fees beginning in FY 2019-20 through FY 2023-24. Councilmember Laura Hoffmeister requested that staff illustrate the financial impact if future parcel fee increases were

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not projected in the Ten-Year Forecast for the Stormwater Fund. The memorandum and graphs on **Attachment F** illustrate the potential impact of no future increases in Stormwater parcel fees in the Ten-Year Forecast.

6. Various Follow-up Items Regarding the Capital Improvement Program (CIP Budget)

During the Capital Improvement Project (CIP) Budget presentation, Councilmembers requested additional information regarding items presented as well as updates on additional projects and programs. **Attachment G** contains responses to the following requests:

- A. Provide information related to unfunded projects and confirm the inclusion of specific projects.
- B. Provide an update on the provision of Electric Vehicle Charging Stations for the public, including any intent to charge for usage.
- C. Provide clarification of the scope of the Traffic Signal and Geometric Improvements Project (#2284).

7. Addition of the new One-Time Funds Policy to the list of Budget Policies that are reviewed annually as part of the budget review

On May 27, 2014, the City Council adopted a policy for the use of one-time funds. The policy emphasizes paying down financial liabilities and investing in infrastructure to reduce deferred maintenance. Councilmember Laura Hoffmeister requested that the new policy be added to the list of standard budget policies that are reviewed and confirmed by Council during the annual budget adoption process. In subsequent years, staff will include the one-time fund policy with the Council's review and confirmation of *Policy and Procedure No. 129, on Budget and Fiscal Policies*. In addition, staff will include the one-time fund policy in the published Budget Book for the adopted FY 2014-15 Budget.

Public Contact

In total, there will have been five public meetings on the draft budget. Two public meetings were held by the Measure Q Oversight Committee (on April 9, 2014 and April 16, 2014). The City Council held a budget study session on May 13, 2014 and the first public hearing on June 3, 2014. Tonight's public hearing on June 24, 2014, is the fifth and final meeting with adoption of the FY 2014-15 operating budgets, Ten-Year Financial Forecasts, and capital project budgets that are scheduled to occur.

Additionally, the City notified over 2,000 individuals and community and business groups of the availability of the draft budget and the Council's meeting schedule through an e-mail blast.

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Alternative Courses of Action

The City must adopt its budget for the FY 2014-15 prior to July 1, 2014. However, the City Council has the authority to modify the proposed annual budgets, Ten-Year Financial Forecasts, capital project budgets and other related actions both prior to adoption and throughout the coming year.

Recommendation for Action

The City Council is requested to receive additional public testimony and then close the public hearing. At the close of the Public Hearing, the City Council is requested to take the following actions:

1. Provide direction to staff on any changes to the final budget and/or fee resolution that the Council desires to be included (as discussed above) in the adopted budget.
2. Adopt Resolution No. 14-6042.1 (Attachment A.4) Amending Exhibit A to Resolution No. 78-6042 Establishing Fees and Charges for Various Municipal Services in the City of Concord).
3. Adopt Resolution No. 14-46 (Attachment A.5) Establishing the Appropriation Limit for the City of Concord for Fiscal Year 2014-15 Pursuant to California Constitution Article XIII B.
4. Adopt Resolution No. 14-47 (Attachment A.6) Adopting the Minimum Threshold over which City Council approval is required in accordance with Concord Municipal Code Article VIII, Sec. 2-644 (a), for Fiscal Year 2014-15.
5. Adopt Resolution No. 14-48 (Attachment A.8) Adopting the Municipal Budget, Including a Ten-Year Financial Plan and the 2014-15 Capital Improvement Program, Including a Ten-Year Capital Improvement Plan for Fiscal Year 2014-15.

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Attachments:

A. Copy of the June 3, 2014 Staff Report – “Consideration of the Fiscal Year 2014-2015 Budget and Ten-Year Financial Forecasts for the City of Concord and Related Items”

1. Copy of the May 13, 2014 Staff Report and Budget Transmittal Memorandum for Proposed FY 2014-15 Budgets and Ten-Year Financial Forecasts dated May 13, 2014 with Attachments
2. Sample Ten-Year Forecast that projects the impact of an extension of Measure Q
3. List of changes to the Proposed FY 2014-15 budget since the May 13, 2014 Workshop
4. Resolution No. 14-6042.1 Fees and Charges with Exhibit A Proposed Changes
5. Resolution No. 14-46 Appropriation Limit
6. Resolution No. 14-47 Adopting Purchasing Threshold
7. Proposed Amendments to *Policy and Procedure No. 129, “Budget and Fiscal Policies”*
8. Resolution No. 14-48 Municipal Budget and Ten-Year Financial Plan
9. Detailed description pages for all CIP/TIP/ITP projects in the Proposed FY 2014-15 Budget
(formatted as an insert to the budget binder)

B. Letter from the Mt. Diablo School District regarding School Resource Officers

C. Parking Fine Memorandum

1. Parking Fine Survey of Cities in Contra Costa County

D. Graffiti Fine Memorandum

E. Alternative Funding for Park Pumps Project Memorandum

F. Stormwater Fund Ten-Year Forecast Memorandum

1. FY 2014-15 Proposed Stormwater Fund Ten-Year Forecast
2. Sample FY 2014-15 Stormwater Fund Ten-Year Forecast, with no increases in parcel fees

G. Capital Improvement Project (CIP) Follow-up Items Memorandum

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DATE: June 3, 2014

SUBJECT: CONSIDERATION OF THE FISCAL YEAR 2014-2015 BUDGET AND TEN-YEAR FINANCIAL FORECASTS FOR THE CITY OF CONCORD, AND RELATED ITEMS

Report in Brief

State law requires that the City of Concord adopt a budget prior to the beginning of each fiscal year. On May 13, 2014, the Council held a budget workshop as its first public meeting on the City's FY 2014-15 Budget. Attachment 1 contains the Budget Message that was discussed at the May 13th workshop. At that meeting, Council and the public received a presentation on the proposed FY 2014-15 General Fund budget and 10-Year Financial Forecast, the public was provided an opportunity to address the Council, and Council provided direction to staff. Responses to questions raised by the Council are included in the body of this report.

This is the first of two City Council public hearings scheduled on the proposed budgets. At the June 3rd meeting the Council will:

- Receive a presentation on the requested follow-up information from the May 13th budget study session;
- Receive a presentation on non-General Fund Budgets specifically, the Sewer Fund, Stormwater Fund, Golf Fund, and the budget for the Capital Improvement Program/Transportation Improvement Program/Information Technology Projects (CIP/TIP/ITP); and
- Council will not be asked to make any decisions at the June 3rd meeting. Rather, Council will be asked to take public comment, provide direction to staff and continue the item until June 24th.

At the close of the June 24, 2014 Public Hearing, the City Council will be asked to approve the Municipal Budgets as amended. Council will also be asked to approve Ten-Year Financial Forecasts for each budget, the Capital Improvement Program, the Gann Appropriation Limit, and updates to the Master Fees and Charges schedule, as well as a threshold amount, over which City Council approval is required for purchases, contracts for services, supplies, and equipment. The final Adopted Operating and Capital Budgets will be published after approval by the City Council.

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Discussion

This report has been divided into the following sections:

1. Responses to Council's Additional Information Requests from the May 13, 2014 Budget Workshop
2. Adjustments to Proposed Budget Since the May 13th Budget Workshop
3. Discussion of Enterprise Funds and the Stormwater Fund
4. Discussion of the Capital/Technology/Transportation Improvement Program Budget
5. Review of Proposed Changes to the City's Fees and Charges
6. Discussion of the City's Appropriation Limit
7. Discussion of City Council's Purchasing Authorization Minimum Threshold
8. Review of the City's Budget and Fiscal Policies

1. Responses to Council's Additional Information Requests from the May 13, 2014 Budget Workshop

At the May 13, 2014 Budget Workshop, the Council requested additional information on a number of topics. Staff has prepared a response to each item. Below is a list of the requested items and responses follow.

- A. Impact of \$4 Million of Budget Reductions due to Measure Q Expiration
- B. Financial and Service Implications from Continuation of Measure Q
- C. Overview of Ballot Placement Process
- D. Historical Overview of Property and Sales Tax Revenue (20 years)
- E. Analysis of FY 2006-07 Regular Sales Tax Revenue in 2014 Dollars (accounting for inflation)

A. Impact of \$4.0 Million of Budget Reductions due to Measure Q Expiration

Council Request: Due to the expiration of Measure Q in March 2016, staff has included \$4 million of budget reductions in the 10-Year Forecast (structured as \$2 million of on-going cuts in FY 2015-16 and another \$2 million in FY 2016-17). What type of impact will these budget reductions have on the services and programs that residents receive?

Staff Response: Funding from Measure Q has helped the city stay solvent, maintain services and begin rebuilding its urgent reserve funds during one of the worst economic times of our day. Measure Q has helped maintain our quality of life and kept Concord a safe place to live, work and raise a family, supporting 9-1-1 services, gang prevention services, neighborhood police patrols, pothole repairs, park and recreation programs, youth and senior services. However, Measure Q expires soon.

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During Council's budget discussion at its budget workshop on May 13th, Council asked staff to provide information on what additional service reductions would be necessary to resolve the City's remaining fiscal stability challenge. As noted in previous communications on the budget, the City has not recovered from the Great Recession. Coupled with the slow economic recovery, the impact of State takeaways, unfunded mandates, and the upcoming expiration of Measure Q, the City's financial stability is at risk. The 10-Year Financial Forecast that was presented to the Council on May 13th identifies the need to make an additional \$4 million in service reductions beginning in FY 2016-17 in order to retain balanced annual budgets over each of the next 10 years and a 15% General Fund reserve in the last year of the 10-Year Forecast. The 10-Year Financial Forecast also demonstrates that additional service reductions would be necessary if the City desired to make progress towards addressing the City's deferred infrastructure maintenance needs, which would require approximately \$7.4 million in additional funding per year.

The City has already cut its workforce by 25%, reduced service levels, decreased staffing in many areas to the bare minimum, and partnered with employees to achieve personnel cost savings through pay freezes, furloughs, benefit changes, and changes in how employee benefit costs are shared between the City and employees. Consequently, any additional service reductions will be felt in significant ways by the community and represent truly hard choices between competing desired community services.

Recently the City conducted a "Community Satisfaction & Service Priority" survey. The wonderful news is that 83% of Concord residents are satisfied or very satisfied with the services they receive from the City. The Community defined their service priorities in the following order:

- 9-1-1 Emergency Response Services
- Gang prevention
- Crime investigation services
- Neighborhood police patrols at night
- Downtown police patrols at night
- City street maintenance and pothole repair
- Storm drains and sewer services
- After-school and summer programs
- Youth sports & recreation programs
- Preschool Programs
- City parks, playgrounds and athletic fields

It should be noted that with reductions in other departments and the use of Measure Q revenue since 2011, the Council has been successful over the last 8-years in buffering the community from significant impacts to police services, which are the Concord community's highest priority service area. Unfortunately, without Measure Q, Council will no longer be able to insulate the community from cuts to public safety and quality of life services. As you can see from the table on the following page, the Police Department's sworn staffing numbers were

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the least impacted of all of our service areas over the last 8 years, with only a 4.4 % reduction in staffing compared to the City’s average across the board reduction of 24%.

**Full Time Staff Reduction Table
FY 2007-08 Through FY 2012-13**

| Department | Full Time Position Increase/ (Decrease) | Position % Change |
|----------------------------------|--|------------------------------|
| City Attorney | (2) | (33.3%) |
| Community & Economic Development | (28) | (47.5%) |
| Finance | (8) | (30.8%) |
| Human Resources | (3) | (33.3%) |
| Information Technology | (7) | (38.9%) |
| City Manager | (5) | (23.8%) |
| Parks & Recreation | (6) | (30.0%) |
| Police-Total Dept. | (21) | (9.3%) |
| <i>Sworn</i> | (7) | (4.4%) |
| <i>Non-sworn</i> | (14) | (20.9%) |
| Public Works | (33) | (30.0%) |
| Total City | (113) | (24%) |

Combining the information in the above table, which highlights the severity of cuts that have already been made in most Departments, with the simple fact that the Police Department represents 57% of the City’s FY 2014-15 Proposed General Fund budget, it is clear that the City will need to make reductions in police services to achieve significant levels of savings in the future.

Staff has not attempted to identify the specific cuts that we would recommend to Council in the future because each proposal requires more in-depth study and conversation with the community and Council. Rather, it was staff’s goal to identify the areas in which future service reductions would likely occur. The factors used by staff to determine what made it onto the list included an evaluation of whether the program is mandated, a necessary function, or an optional function. The first seven bullets in the list below represent optional functions; the last represents necessary functions that could be further reduced. Beyond what is included in the list below, City staff would also look for savings from reorganizations, reductions and/or extensions in equipment life, but such changes would not represent the significant savings necessary to continue forward with balanced annual budgets and a 15% reserve level over the next 10 years.

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The list below of possible service reductions—and the descriptions of the impacts that would result—make it abundantly clear that there are no easy answers ahead unless current revenue levels can be sustained.

Areas of Likely Future Service Reductions if Measure Q Expires

Reductions in Police Services:

- Reduction or elimination of “special assignments” (other than patrol) which might include Community Policing, the Violence Suppression Unit, or the Traffic Unit—Impact: Depending upon the specific reductions there would be less attention paid to the needs of our schools, the safety of our downtown, the arrest and prosecution of criminals, homelessness, and/or traffic enforcement. Overall public safety would decrease, customer service levels would decrease and response time for patrol calls would increase due to higher workloads.
- Reduction or elimination of Code Enforcement activities—Impact: Reduction or elimination of Code Enforcement activities will increase public safety issues and unresolved neighborhood disputes, such as those resulting from delinquent properties, and erode the quality of life in Concord.
- Closure of the Community Services Desk—Impact: Residents will experience increased response call times because sworn officers would no longer be able to engage in proactive patrol due to the need to take reports now handled by Community Service Officers. Customer service would be reduced.
- Closure of the City’s Jail—Impact: Public safety would decrease, customer service levels would drop and response time for patrol calls would increase. Patrol officers would have less time available to respond to calls because all prisoners would need to be processed at the Martinez Detention facility—each intake would take an officer off the street from between 2 to 4 hours.

Reductions in Other Service Areas:

- Further Reduce Service Levels for Roadway /Median/ Tree/Park/Open Space/ and Facilities—Impact: Street and roads, which have already begun to decline due to lack of funding for proactive maintenance, would continue to deteriorate. Parks, planted areas and community facilities would become less attractive without consistent maintenance and care. This would reduce the quality of life within the community resulting in increased deferred maintenance costs, less private economic investment in the City, decreased public safety and lower community satisfaction.
- Further Reduce or Eliminate Economic Development Activities—Impact: Less or no support to business retention, recruitment and expansion and downtown

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events. This would weaken the economic vibrancy of the community and decrease the quality of life in the community.

- Close a Community Center and Further Reduce or Eliminate Certain Recreation Programs—Impact: Classes and rentals that currently occur at the center would have to be moved or eliminated. The range and variety of recreational programming would decrease reducing quality of life.
- Further Decrease Staffing in the Internal Services Departments (Human Resources, Finance, Information Technology, City Attorney’s Office, Council/City Manager’s Office)—Impact: Customer service and satisfaction levels would decrease because necessary and mandated services would take longer to complete and non-mandated services would be eliminated.

B. Financial and Service Implications from Continuation of Measure Q

Council Request: If the City continued to receive revenue from a half-cent local use and transactions (sales) tax after March 2016 (the date Measure Q is currently set to expire), what are potential service delivery implications?

Staff Response: The General Fund 10-Year Forecast that accompanies the Proposed FY 2014-15 Budget, illustrates that in order to maintain a balanced annual budget, the City will need to make \$4 million of permanent budgetary reductions and use \$16 million of reserves to balance the annual budget, assuming the expiration of Measure Q in March of 2016. These actions would be necessary due to the pending expiration of Measure Q as well as the slow economic recovery and projected costs of continuing current service levels.

The General Fund 10-Year Forecast also illustrates that the City will not be able to allocate additional money to address its infrastructure backlog. The total cost of these items is approximately \$7.4 million annually; however, the final cost will be higher if repairs are delayed. In addition, the current infrastructure backlog costs do not include the maintenance backlog for the City’s park system. An assessment on the level of deferred maintenance for the park system is currently in process and the results are expected during the 2014-15 fiscal year.

Continuation of the existing half-cent local use and transactions (sales) tax would have a significant positive impact on service delivery. The most immediate impact would be the continuation of funding for the vital city services that Measure Q has supported since 2011. These include services such as 9-1-1 emergency response, neighborhood police patrols, gang prevention programs, graffiti removal, crime investigation services, road maintenance, pothole repair efforts, traffic signal upkeep, city parks and playgrounds maintenance, youth sports and recreation programs, and senior services (including the Senior Center).

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In financial terms, continuing the existing local revenue measure is projected to provide more than \$12 million annually to the General Fund. This would eliminate the need to reduce services by \$4 million (as discussed above) and the City would have the ability to retain its reserve levels at or near 30%, thereby, also eliminating the need to spend a total of \$16 million of reserves to balance the annual budget from FY 2016-17 to FY 2023-24.

The extension could also provide a source of local funding to address deferred maintenance and provide essential funding for infrastructure improvements. Additionally, funds could be used as the City's local match for grants from State and federal agencies to leverage additional money for infrastructure improvements in Concord.

While the specific improvement projects would need to be prioritized and authorized by the City Council, examples of the types of community needs that could be addressed include:

- An enhanced pothole & roadway maintenance program
- An enhanced roadway rehabilitation program
- More proactive pavement markings replacement
- Address deferred maintenance at various recreation facilities, such as Willow Pass Community Center, Senior Center, Cowell Pool, Keller House, Horseman's Association and others
- Enhance tree, median, and landscape maintenance
- Upgrade infrastructure that supports recreation activities (e.g. ball fields, playgrounds, fencing, tennis courts, and facility lighting)
- Renovation of park restrooms, including safety improvements
- Americans with Disability Act (ADA) improvements to publicly owned sidewalks, trails, and pathways.

One of the unfortunate consequences the City suffered due to the fiscal impacts of the Great Recession was the deferral of capital improvement projects and reduced annual maintenance on City facilities. As a result, the backlog that existed at the beginning of the recession was exacerbated. While a continuation of the existing local revenue measure would not provide funding for all of the deferred needs, it is estimated to provide more than \$4-8 million annually to address currently unfunded needs. This would allow the City to significantly improve its infrastructure maintenance over the next 10 years, while retaining current service and program levels to the community.

As part of the community survey that was completed earlier this year, residents were asked about voting to continue Measure Q to protect vital city services. Seventy-seven (77%) of those surveyed were supportive.

Attachment 2 provides a sample 10-Year Forecast that projects the impact of Measure Q continuing. The graph helps to illustrate how much funding is projected to be available for currently unfunded infrastructure needs, after accounting for support to maintain essential programs and services.

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C. Overview of Ballot Placement Process

Council Request: Should the Council desire to place a continuation of the existing half-cent local use and transactions (sales) tax (Measure Q) on the ballot, what is the overall process and timelines?

Staff Response: Should the Council decide to give the voters the option of continuing the local half-cent cent sales tax, Council would need to act to place it on the November 2014 ballot, and the following deadlines from the Contra Costa County Elections Division would need to be met:

August 8, 2014: Deadline for the Council to pass a resolution formally placing the measure on the November 2014 ballot. While the final cost will depend upon many factors and cannot be known at this time, staff estimates that it will cost \$60,000-70,000 to place the measure on the ballot. This cost can be accommodated with the resources in the proposed FY 2014-15 budget. *(Since the Council does not historically hold meetings in August, the last regularly scheduled meeting before this deadline is July 22, 2014).*

August 20, 2014: Primary arguments must be filed with the county through the City offices.

August 25, 2014: Rebutting arguments must be filed through the City offices.

November 4, 2014: Election.

If the Council desires to consider placing an extension of the local revenue measure on the November 2014 ballot, such direction should be provided to the City Manager and the City Attorney on or before the second budget hearing on June 24th. As noted above, staff will need to develop the necessary ballot language, community outreach and related documents. In order to meet the deadlines set by the Contra Costa County Elections Division, the Council must formally pass a resolution placing the measure on the November 2014 ballot by August 8, 2014. Since the Council does not have any regular meetings scheduled in August, this action would likely be considered at the July 22, 2014 Council meeting, if so directed.

D. Historical Overview of Property and Sales Tax Revenue (20 years)

Council Request: Provide a 20-year history of property and regular sales tax revenue for the City's General Fund.

Staff Response: The following graph demonstrates that regular (non-Measure Q) sales tax revenues have been higher than property tax revenues over the last 20-years for Concord's

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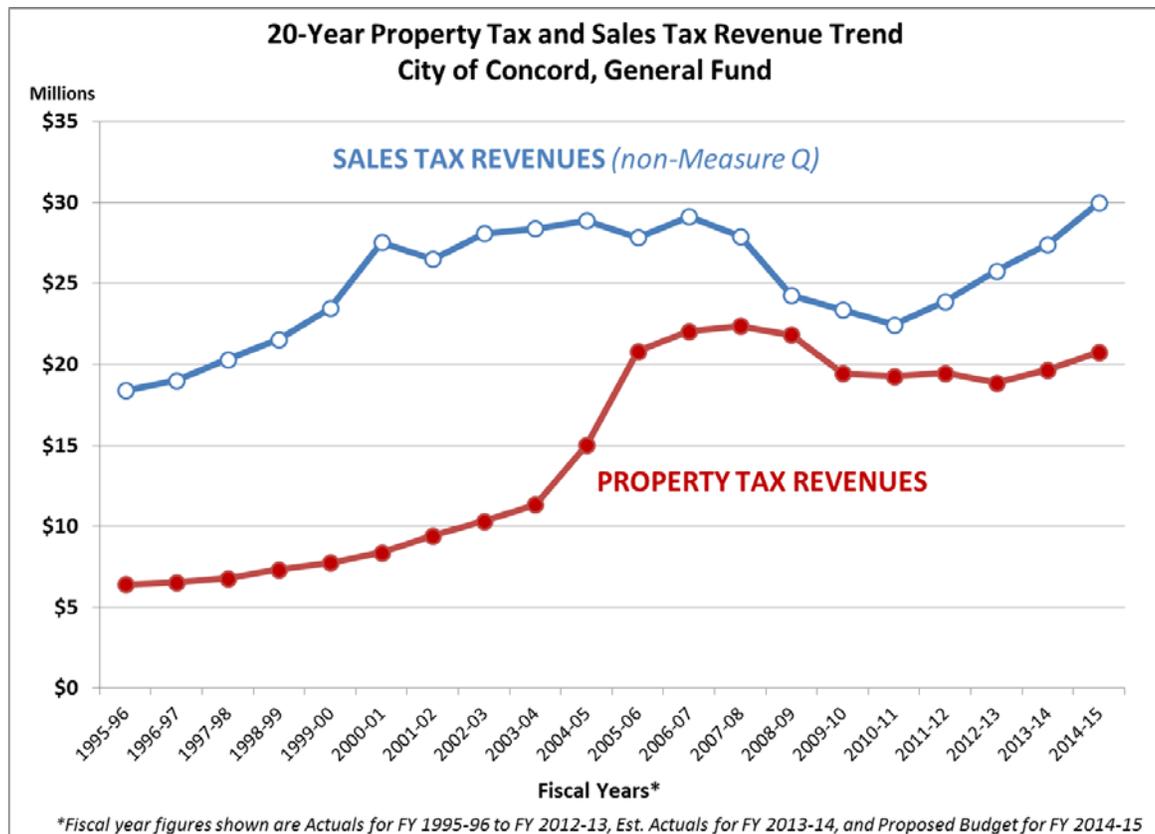
General Fund. A few notable events that have affected these revenues over the last 20 years are outlined below.

Sales Tax

- Increases during the Dot-com boom during the late 1990's
- Reductions during the Great Recession 2007-2011
- Increasing revenue during the current economic recovery 2012-present

Property Tax

- Moderate annual growth from 1995-2003
- Increased revenue in 2004 and 2005 due to the Statewide swap of Vehicle License Fee revenue for property tax revenues
- Increased revenue growth from 2004-2007 due to market adjustments from a real estate bubble
- Reductions beginning in 2008 due to a real estate market meltdown during the Great Recession
- Slow economic recovery beginning in 2012



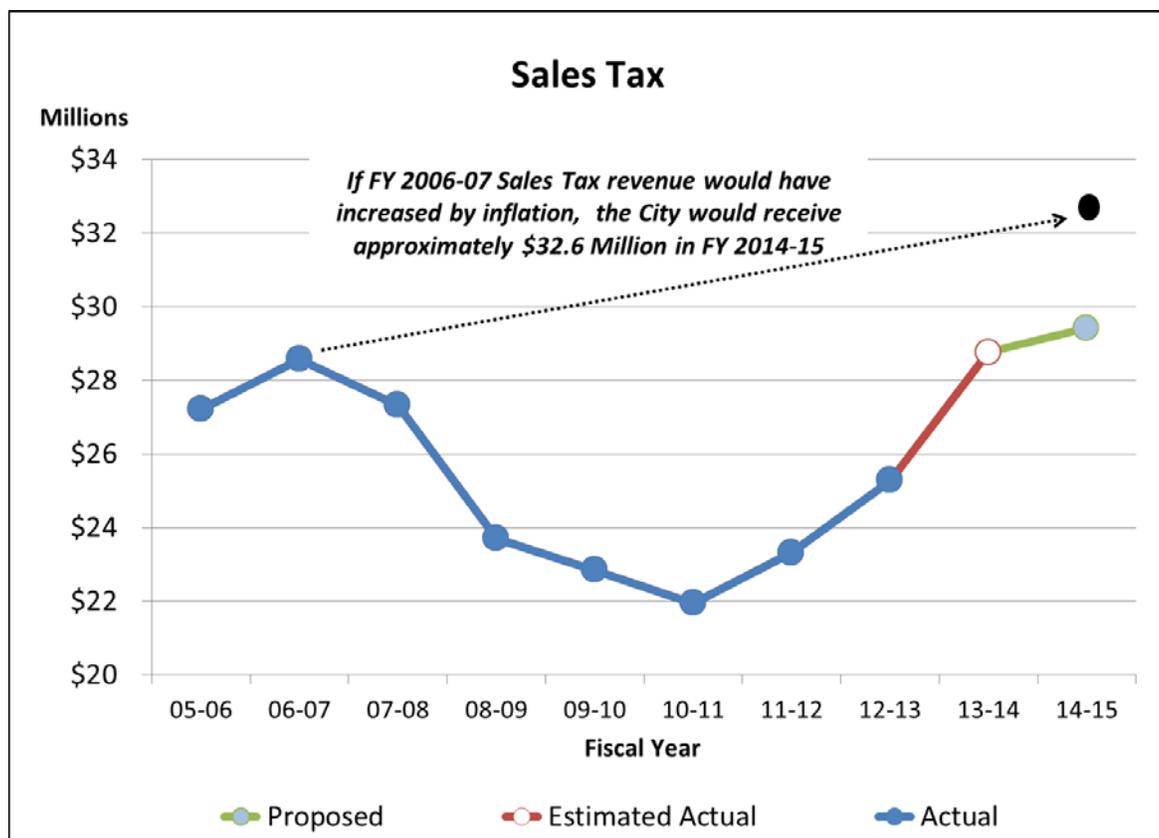
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E. Analysis of FY 2006-07 Regular Sales Tax Revenue in 2014 Dollars (accounting for inflation)

Council Request: What would the FY 2014-15 regular sales tax revenue equate to, if adjusted for inflation, using FY 06-07 as the base year (highest sales tax revenues received in a FY prior to the Great Recession)?

Staff Response: The following graph illustrates the regular (non-Measure Q) sales tax revenue in nominal (not-adjusted for inflation) dollars, as well as, a representation of what the FY 2006-07 revenue would equate to in FY 2014-15 dollars, adjusted for inflation. In FY 2006-07, the City received \$28.6 million in sales tax revenue. This revenue level, in real value (the base year value adjusted for inflation), would be approximately \$32.6 million in FY 2014-15. This demonstrates that, although regular sales tax revenue is projected to be above the peak in FY 2006-07, a “gap” continues to exist in terms of the City’s “purchasing power” because revenue has not kept up with inflation.



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2. Adjustments to the Proposed Budget Since the May 13th Budget Workshop

The Budget documents are the City Council's main financial planning tool. As circumstances change and additional information becomes available, the budget can and should be adjusted to account for the new information. As a result, all changes identified between the presentation of the Proposed Budget and the Final Budget are reflected as the information becomes available. Additionally, the budget is often amended at a mid-year point and at the end of the year.

Proposed changes that occurred during and since the May 13th Budget Workshop are listed and described in detail on Attachment 3. Total financial adjustments by fund are listed below.

- General Fund: -\$42,595
- Housing Conservation Fund: \$40,000
- Building Maintenance Fund: \$89,790
- Gas Tax Fund: \$28,593
- Concord Pleasant Hill Health Care District Fund: \$20,795

3. Discussion of Enterprise Funds and the Stormwater Fund

Time constraints prevented staff from providing Council with a presentation on the Golf, Sewer, and Stormwater operations in the Proposed FY 2014-15 Budget at the May 13, 2014 Workshop. Information on these funds is presented below.

Golf Enterprise Fund (repeated from the May 13, 2014 Budget Message)

The Golf Enterprise Fund is used to account for the operations of the City's Diablo Creek Golf Course. Estimated revenue for FY 2014-15 is up \$24,000. This is related to increased usage of the golf course and driving range. Total proposed expenses increase by \$16,700. The most significant increase (\$15,000) is related to over-seeding. Staff is not proposing to increase course usage rates or rental fees this year. Fee increases for the golf course typically occur on a bi-annual cycle and fees were increased for the current fiscal year (FY 2013-14) and are not scheduled to increase again until FY 2015-16.

Sewer Enterprise Fund (repeated from the May 13, 2014 Budget Message)

On June 4, 2013, the City Council approved a two-year increase to the annual sewer service charges in the amount of \$39 for each of the two years. This brought the FY 2013-14 annual sewer charge to \$363 and the FY 2014-15 annual charge to \$402. While this represents an average increase of 11%, the City continues to have one of the lowest sewer rates among its peer jurisdictions. This level of funding has and continues to create a challenge when budgeting for operating expenses and capital improvement projects.

Concord's Sewer Enterprise contracts with the Central Contra Costa Sanitation District (CCCSD) to provide wastewater treatment of sewage at the CCCSD treatment plant. Consequently, the Concord Sewer Enterprise pays a proportionate share (30% to 32%) of the maintenance, operation, and capital replacement costs of the CCCSD treatment plant, based on flow volumes.

In the current FY 2013-14, the total budget for CCCSD charges are \$16.7 million. Staff has recently received information from CCCSD indicating that the projected bill for the current year will be \$17.2 million (or

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approximately \$490,000 more than the FY 2013-14 Adopted Budget). Staff has reserved sufficient funds to cover the estimated invoice amount and will request a budgetary adjustment from the Sewer Fund Balance once the precise invoice amount is known (not likely until after the start of the 2014-15 fiscal year).

Total projected CCCSD charges in the Proposed FY 2014-15 Budget is \$18.9 million. This represents nearly 74% of the City’s Sewer Enterprise total projected expenditures. Staff has met with CCCSD staff and plans to continue such conversations to better understand the escalation in costs. Initially, it appears that the main financial drivers include: a) increased utility and chemical costs at the treatment plant; b) increased CCCSD employee costs; and c) Contra Costa County Employees Retirement Association pension and healthcare cost increases. Charges from CCCSD have increased 45% over the last five years, as shown in the table below.

The following table shows a 5-year history of Central Contra Costa Sanitation District charges to the Concord Sewer Enterprise Fund.

Table 1: Five-Year History of CCCSD Charges to the Sewer Enterprise Fund

| | <u>2010-11</u> | <u>2011-12</u> | <u>2012-13</u> | <u>2013-14</u> | <u>2014-15</u> |
|---|------------------|------------------|------------------|------------------|------------------|
| | Actual | Actual | Actual | Estimated Actual | Proposed Budget |
| Total CCCSD Charges to the Concord Sewer Enterprise Fund | \$13.062 Million | \$13.840 Million | \$14.810 Million | \$17.192 Million | \$18.911 Million |
| <i>Annual Percent Increase</i> | 2% | 6% | 7% | 16% | 10% |
| Total Increase from FY 2010-11 to FY 2014-15 | | | | | 45% |

Stormwater Fund

Currently the City receives approximately \$2 million annually in stormwater fees from an existing \$35 parcel tax to meet National Pollutant Discharge Elimination System (NPDES) permit requirements. The storm water program pays the City’s NPDES permit fees, the City’s portion for participation in the Contra Costa Clean Water Program (CCCWP), Stormwater Utility administration costs, street sweeping and program administration costs. The costs for the current FY 2014-15 stormwater program exceed revenues, with the balance funded with account reserves. The Municipal Regional Stormwater NPDES permit expires in November 2014. It is anticipated that the current permit will be extended through June 2015. The City continues to work with local agencies, including the Regional Water Quality Control Board regarding permit renewal. The current 10-year plan does not include additional unfunded mandates anticipated in the 2015 permit renewal.

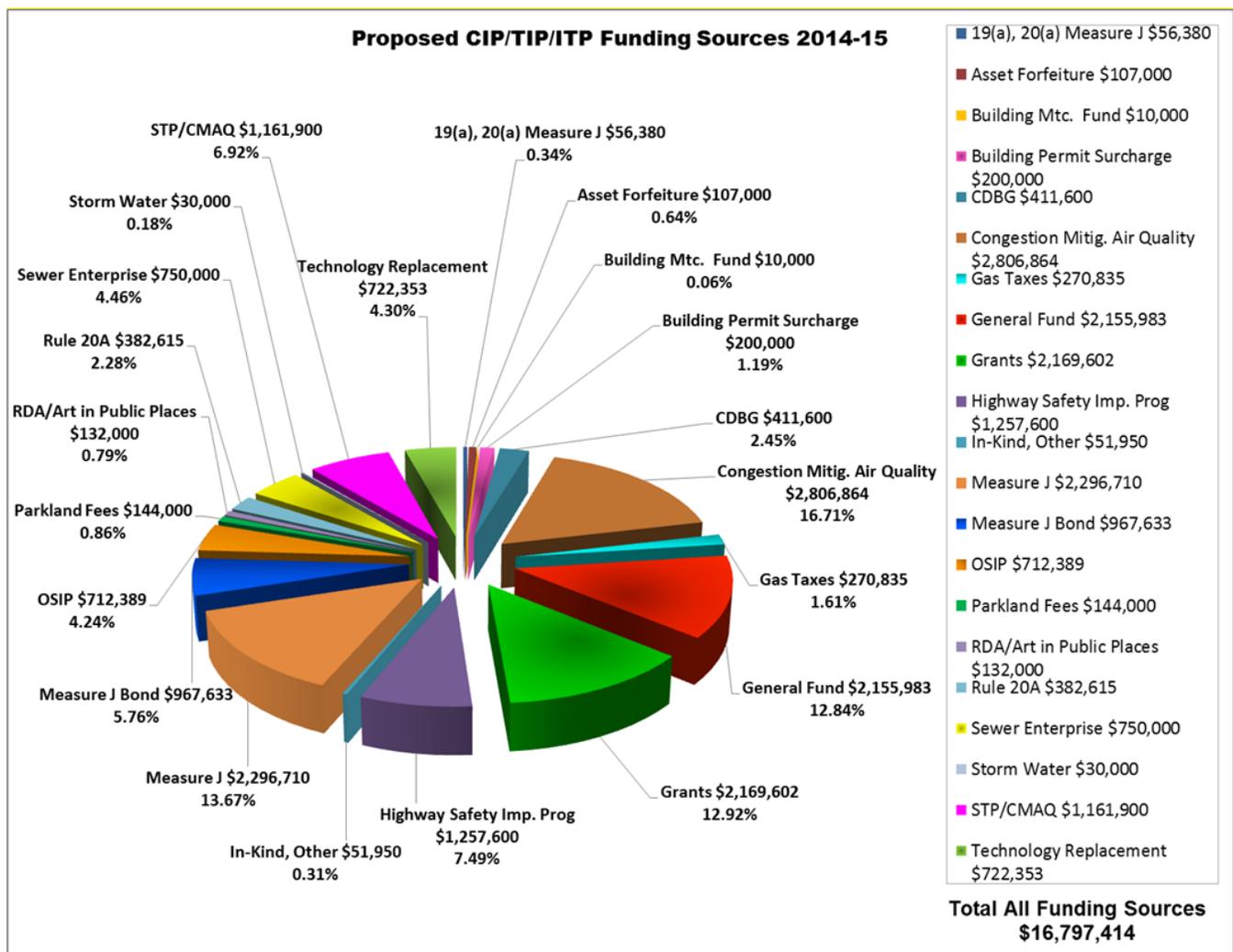
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4. Discussion of the Capital/Technology/Transportation Improvement Program Budget

Given the number and range of properties and public facilities the City is responsible to maintain, the recommended FY 2014-15 budget for the Capital Improvement Program/Transportation Improvement Program/Information Technology Projects (CIP/TIP/ITP), represents a varied program focused on supporting these facilities and infrastructure and maintaining them in a high quality condition. The majority of the projects in the CIP are carry-over projects, approved through prior budgets. The total allocation from all funding sources for FY 2014-15 is \$12,173,074, with \$1,950,000 from the General Fund (of which \$1,506,000 is a loan to the Naval Weapons Reuse Project).

Detailed descriptions of all CIP/TIP/ITP projects in the Proposed FY 2014-15 Budget is contained in Attachment 9 to this report (*formatted as an insert to the budget binder*).



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There are fourteen new projects included in this year's CIP/TIP/ITP budget. A brief description of the projects and funding is provided below.

- a. Replace Pump System Components at 4 Park Locations** (Project No. 2242)
This project will replace the irrigation well and pump systems at Ellis Lake, Newhall Park, Cambridge Park and Concord Community Park that are not functioning adequately. This project is funded with \$756,000 in Measure WW funds and \$144,000 in Parkland funds.
- b. Document Management** (Project No. 2258)
This project will replace the current Electronic Document Management System (EDS), Questys, and preserve the City's vital records in accordance with Federal, State and Local mandates. This project is funded with \$175,000 in General funds and \$200,000 in Technology Replacement funds.
- c. Police Records Management System** (Project No. 2272)
This project will replace the current Crime Management System (CMS) that is at the end of its useful life after 13 years of service. In addition, the new CMS will automate reporting to the State and FBI and provide crime analysis capabilities. This project is funded with \$525,000 in General funds, \$774,975 in Technology Replacement funds and \$107,000 in Asset Forfeiture funds.
- d. Traffic Signals & Geometric Improvements** (Project No. 2284)
This project will increase service capacity and enhance pedestrian and traffic safety by designing traffic signal installations at Detroit Avenue/Laguna Street and Detroit Avenue/Sunshine Drive, as well as geometric improvements at Clayton Road/Schenone Court. This project is funded with \$225,000 in OSIP funds.
- e. City of Concord Pavement Rehabilitation** (Project No. 2292)
This project includes pavement rehabilitation on Concord Boulevard from Port Chicago Hwy to 6th Street, and on Arnold Industrial Way from Port Chicago Hwy to Pike Lane, including sidewalk and curb ramp upgrades. This project is funded with \$757,000 in STP/CMAQ funds and \$543,000 in Measure J funds.
- f. Install Traffic Signal at Oak Grove Road/Sierra Road** (Project No. 2293)
This project will enhance pedestrian safety by installing a new traffic signal and related improvements at the intersection of Oak Grove Road and Sierra Road where children cross the street on foot or on bicycle on their way to school. This project is funded with \$504,900 in STP/CMAQ funds and \$65,415 in Prop. 111 funds.
- g. Citywide Budget Management Software** (Project No. FI-1500)
This project will improve and upgrade the City's current budget management software. The new software will enhance the development and monitoring of operating and capital budgets for all departments and programs by enriching the City's electronic tools for budgetary analysis and projections. This project is funded with \$180,000 in Technology Replacement funds.

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- h. Todos Santos Plaza Decorative Tree Lighting** (Project No. PW-1504)
This project will enhance the unique characteristics of the City's downtown area by installing lighting that will make Todos Santos Plaza a more enjoyable place to be while improving public safety. The project will replace the existing decorative tree lights and related appurtenances, which are substandard and mostly inoperable, with energy-efficient LED string lights in twenty-four trees surrounding the Plaza. This project is funded with \$132,000 in RDA/Art in Public Places funds and \$10,000 in Building Maintenance funds.
- i. Street Legends/Markings Replacement** (Project No. PW-1509)
This project will improve the visibility of pavement markings and striping which have reached the end of their service life. The project will repair and/or replace various street legends and markings throughout the City focusing on higher traffic areas, as well as replace long-line stripes and raised pavement markers. This project is funded with \$200,000 in Gas Tax Sect. 2103 funds.
- j. Traffic Signal Head Retrofit** (Project No. PW-1510)
This project will maintain current safety standards for signalized intersections by upgrading 160 existing 8" signal heads to new 12" signal heads with LED lights. This project will complete the upgrade of all the City's signals to 12" LED. This project is funded with \$240,000 in Gas Tax funds.
- k. Sewer Rate Study** (Project No. SWR-1506)
This project will conduct an assessment and evaluation of the City's existing wastewater service rates and provide recommendations on a rate structure that will adequately fund the utility operations, capital costs, legislative directives and bonded debt. This project is funded with \$100,000 in Sewer Enterprise funds.
- l. Cowell Road Safety Enhancements** (Project No. TIP-1507)
This project will install bulb-outs, actuated Rectangular Rapid Flashing Beacons (RRFB's), and warning signage at and in advance of the uncontrolled crosswalk on Cowell Road at St. Francis Drive. These improvements will greatly increase the safety of pedestrians, bicyclists and school children traveling to and from Concord Community Park and Pool, as well as El Monte Elementary School, by providing a safe and protected crosswalk and sidewalk enhancements. This project is funded with \$92,500 in TDA funds and \$21,000 in Measure J funds.
- m. Install Traffic Signal at Treat Blvd/San Miguel Road** (Project No. TIP-1508)
This project will enhance pedestrian and traffic safety including Contra Costa Canal Trail users by installing a traffic signal and constructing roadway improvements at the intersection of Treat Boulevard and San Miguel Road. This project is funded with \$450,000 in HSIP funds and \$50,000 in Measure J funds.
- n. Naval Weapons Station Reuse Project** (Project No. 2011)
In FY 2006-07, the City, acting as the Local Resue Authority (LRA), retained a consultant team, appointed a Citizens Advisory Committee, and initiated the Reuse Planning process. The Concord Naval Weapons Station represents a unique opportunity to plan a new mixed-use area that is vital, livable, transit-supportive, and at the cutting edge of ecological and sustainable planning.

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The Proposed FY 2014-15 Budget includes a loan from the City of Concord, General Fund to the LRA in the amount of \$1,505,983 to fund operating costs, not covered by grants. As with prior loans, this loan will provide bridge funding until the conveyance of the land, which is estimated to begin in FY 2015-16. The funds will be used for costs associated with the Base Reuse Project, including costs for legal fees related to negotiations with the U.S. Navy and securing necessary permits from the U.S. Army Corps and U.S. Fish and Wildlife Service; and expenses for professional services to assist with financial analysis, regulatory negotiations and risk management reviews.

To-date, loan agreements between the City of Concord General Fund and the Local Reuse Authority total \$1,217,000. Loan repayment is scheduled to begin in FY 2016-17. At the time of repayment, total loans to the LRA from the General Fund are projected to be \$5,022,983. In the General Fund 10-Year Forecast, repayment is planned to occur over two years, in two equal payments (\$2,511,942 in FY 2016-17 and \$2,511,942 in FY 2017-18).

5. Review of Proposed Changes to the City's Fees and Charges

Each year, the Concord City Council sets fees as part of the budget adoption process through the adoption of a fees and charges resolution. In the current 2013-14 fiscal year, an effort was initiated to conduct an update of the City's Cost Allocation Plan as well as comprehensive review of the Master Fee and Charges Schedule. This work is being performed by a third-party, working in collaboration with City staff. The work is scheduled to be completed during the first-half of the 2014-15 fiscal year. Upon receipt of a draft report, staff will bring forth the results to Council for a policy discussion and action to amend citywide fees and charges.

In the FY 2014-15 Budget, staff is proposing only minor adjustments to the City's fees and charges to reflect changes in personnel costs, price index adjustments, and propose new fees that are important for program operation. (see Attachment 9)

Below is a description of the proposed adjustments to the Master Fee and Charges Schedule.

Consumer Price Index/Inflation – The City traditionally uses the San Francisco-Oakland-San Jose All Urban Consumers table for April of the previous year to April of the current year to determine the CPI inflator used on specific administrative fees. The CPI inflation factor used for FY 2014-15 is **2.8%**.

In addition, the proposed changes increase Drainage Area fees by the Construction Cost Index from the Engineering News-Record for the San Francisco Area. The table for May of the previous year to April of the current year is used. The inflator derived from these tables is applied to the prior year charge and the schedule is adjusted accordingly for the new fiscal year. The Engineering inflator for FY 2014-15 is **4.9%** in the San Francisco Area Engineering News Record Construction Cost Index from last year.

Actual Cost – For work performed on an hourly basis by City staff, the actual cost of that hour of service is calculated. Annually, the hourly rate for employee positions may change as a result of operational decisions that affect the available productive hours of a position and/or significant changes in the personnel cost structure.

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Other Fees Adjustments. In addition to fees that are proposed to increase based on actual costs, the Consumer Price Index, or Engineering Construction Cost Index, below is a list of other proposed adjustments to the Master Fee and Charges schedule.

- **Park and Recreation Department Fee Adjustments/Additions**

- Athletic Field Fee for Non-Profit Youth Organizations (from \$7 to \$8 per field, per hour)
The proposed increase of \$1.00 is a continued implementation of gradual increases in the athletic field usages fees for non-profit youth organizations. In 2012, staff conducted a survey of similar fees in neighboring cities. It was determined that Concord's fee of \$5.00 per field/per hour was on the lower end, however, a significant increase in the fee all at once was undesirable. Instead, Council endorsed a plan to annually increase the field usage fee by \$1.00 annually until the fee reaches \$10.00 (per field, per hour).
- Baldwin Park Bocce Court Equipment Rental (\$5 per set)
The proposed fee will provide a revenue source to support current rental equipment activities at the Baldwin Park Bocce Courts. Currently, no fee is charged and there is no fund for equipment replacement as it wears out or is damaged.
- Alcohol permit fee for Senior Center (\$75)
The proposed fee establishes the same alcohol permit fee at the Senior Center that is currently charged at Center Concord and Willow Pass Community Center. The fee covers costs associated with reviewing the event plan and additional security review of events that will serve alcohol. Currently, there is no alcohol permit fee in the City's fee schedule for the Senior Center, which is inconsistent with city practices at other community centers.

- **Taxicab Rates** (various increases, outlined below)

Taxi companies are regulated by the City of Concord Police Department. As part of the regulation, the City sets fees that can be charged to citizens for use of the taxis. The existing fees have not been increased since July 2009. However, the cost of doing business for the taxi owners has increased. This includes the cost of gas, the cost to repair and maintain the vehicles, as well as insurance costs. The increase in fees is in recognition of the increased business cost to the taxi owners. Proposed rate adjustments are outlined below.

- Drop Fee, from \$2.80 to \$3.05
- Rate per 1/10 mile and thereafter, from \$0.28 to \$0.30 (i.e. from \$2.80 per mile to \$3.00 per mile)
- Waiting time or traffic delay per every 36 seconds, from \$0.28 to \$0.30
- Waiting time, traffic delay per hour, from \$28.00 to \$30.00

- **Sanitation and Refuse Fees** (3.67% increase on all rates, as outlined on Attachment 4)

On July 10, 2012, the City Council adopted Resolution 12-58 amending the solid waste franchise agreement with Concord Disposal Service (CDS) through a Twelfth Amendment. The Amendment incorporated a rate increase, provided modifications to the franchise fee and provided updates to the current customer service enhancements. The Amendment also modified the type of index for use in calculating rate increases during interim years (between Base Year reviews) and increased timing

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between Base Years from 4 to 6 years, with the next Base Year review scheduled to occur in FY 2016-17, and then every six years thereafter.

The City uses an index for rate adjustments during interim years to avoid delays to the provider in adapting to increased costs they experience and to provide for rate smoothing so that residents don't experience high rate jolts during the Base Year adjustments. The modification adopted in 2012, provided for a change from the use of the Consumer Price Index to that of a Refuse Rate Index (RRI), during Interim Years. As discussed at that time, the RRI is more tailored toward costs associated with the waste collection industry.

On April 24, 2014, CDS submitted a request for an Interim Year Rate Adjustment, as allowed by the City's Rate Manual, requesting an increase of 3.76%. The RRI adjustment was calculated for this year using the RRI methodology specified in the Twelfth Amendment. The City's consultant reviewed the request by CDS and determined after an analysis of their numbers that the increase should be 3.67%. City staff relayed their findings to CDS, and their representative agreed with the few minor corrections, reducing slightly their original requested increase. Therefore, staff is moving forward with the proposed fee increase to the City's Master Fees and Charges in Section F - Sanitation and Refuse Fees. The new rates, as reflected on the attached fee list, reflect a 3.67% increase, as rounded to the nearest nickel, as provided for in the City's Rate Manual and the City's contract with Concord Disposal Services.

Attachment 4 presents Resolution No. 14-6042.1 Fees and Charges with Exhibit A Proposed Changes, for Council action.

6. Discussion of the City's Appropriation Limit

In November, 1979, the voters of the State of California approved Proposition 4 which created limits on the amount of revenue that can be spent by most entities of government, including local governments. The method of calculating these limits was modified with the passage of Proposition 111 in June, 1990. The City is in compliance with these requirements, and the City's applicable proposed Municipal Budget appropriation subject to the this limit (approximately \$64.5 million) remains well below the \$147 million appropriation allowed the City of Concord for FY 2014-15. A resolution setting the limit is required and is attached, along with the calculation. Resolution No. 14-46, Attachment 5, fulfills this requirement.

7. Discussion of the City Council's Purchasing Authorization Minimum Threshold

On December 6, 2011, the City Council adopted Ordinance No.11-9 modifying and updating the purchasing provisions of the Concord Municipal Code. As a part of this update, the City Council now establishes approval thresholds by resolution, making it easier to keep up with changes to the Consumer Price Index. Upon adoption of the ordinance a \$50,000 threshold was established over which City Council approval is required for implementation and under which approval is handled administratively. The intention was that, as a part of the budget process, this threshold would be reviewed and adjusted as necessary so that it does not go

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static for decades as it had in the past. Because the CPI change from April 2013 to April 2014 was 2.8%, staff is not recommending any change to the \$50,000 threshold, see Resolution No. 14-47 Attachment 6.

8. Review of Budget and Fiscal Policies

Policy and Procedure No. 129, "Budget and Fiscal Policies," guides the Council in its budget decision making. Each year, as a part of the budget adoption process, the Council takes an action to amend or reaffirm the Budget and Fiscal Policies. This year, staff is proposing to amend the Budget and Fiscal Policies to remove references to the Performance Based Budgeting (PBB), as the City now uses a more traditional approach to budgeting (balancing available resources with expenditures and reporting on major initiatives to the public and the City Council). As mentioned in last year's budget report, the City has not used PBB, since the 2007-2008 fiscal year because the system is not compatible with the City's current operating systems, so it is appropriate to remove reference to it from the City's financial policies.

In addition, staff is proposing to update the name of the 10-Year Financial Plan to a 10-Year Financial Forecast. A financial forecast is useful in identifying potential issues that may arise in the future, while a financial plan identifies specific strategies to address those issues. The forecast is a valuable planning and decision-making tool that sets the stage for the budget process and provides context to aid City staff and the City Council in establishing priorities and allocating City resources.

Lastly, staff is recommending deletion of Section 3.19, which establishes a financial plan for the Redevelopment Agency. Due to the elimination of redevelopment agencies by the State of California, this section is no longer warranted.

Attachment 7 contains a red-lined version of Policy and Procedure No. 129 on Budget and Fiscal Policies that reflects the proposed changes. The Council action on Resolution No. 14-48 to adopt the Municipal Budget and Ten-Year Financial Forecasts (Attachment 8) will also authorize the proposed changes to Police and Procedure No. 129.

Below is a list of the major elements of Policy and Procedure No. 129, "Budget and Fiscal Policies," which remain, that the Council is being asked to affirm as part of its budget adoption process:

- **Capital Improvement Program (CIP)** – The CIP provides that all projects undergo the same financial scrutiny that the Ten-Year Financial Plans provide in terms of impacts on the operations of the City. The goal is to ensure that all costs are taken into account and that resources are used in the most effective manner possible. The CIP integrates with the 10-Year Plans both in terms of project funding and in terms of recognizing the long-term operational and maintenance costs and effects.
- **Internal Service Funds** – In order to ensure that the services provided by the City to support City functions are properly and timely funded, the City Council has committed to including these costs in all aspects of operations in the 10-year Financial Plans.

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- **Enterprise Funds** – Ten-Year and Twenty-Year Financial Plans are developed for Enterprise Funds to ensure that all costs are accounted for and included in rates; that long-term projects are planned; and that service is provided to the public without disruption or significant variances in fees.
- **Investment Policies/Financial Practices** – The City manages its financial investments in a prudent manner, in accordance with its annually updated Investment Policy, ensuring that the funds remain safe, sufficiently liquid to meet the City’s cash flow needs, and with a maximum yield available within these stated parameters. In addition, the City maintains a strong accounting and financial management system in which the internal controls provide assurance that the annual audit will not be compromised.
- **Review and Adopt the Municipal Budget** – The City Council follows a public process to approve the budget and Ten-Year Financial Plan on an annual basis.
- **Reserve Funds** – The City Council has a historical policy which requires that a 10% operating contingency and a 20% reserve of General Fund expenditures (in aggregate 30%) be in place throughout the Ten-Year Financial Plan. However, this policy was temporarily suspended by Council in February, 2009, to allow the City to deal with the Great Recession. The total reserve target was lowered to 15%, until Council feels that the recovery is robust enough to once again raise the reserve target to 30%.

Public Contact

There have been three public meetings on the draft budget and two public hearings scheduled. The first two public meetings were held by the Measure Q Oversight Committee on April 9th and April 16th, and the third, the Budget Workshop, was held on May 13th by the City Council. The two public hearings are scheduled for June 3rd and June 24th at which time the budget will be adopted.

Additionally, the City notified over 2,000 individuals and community and business groups of the availability of the draft budget and the Council’s meeting schedule through an e-mail blast.

Alternative Courses of Action

The City must adopt its budget for the FY 2014-15 years prior to July 1, 2014. However, the City Council has the authority to modify the proposed annual budgets, Ten-Year Financial Forecasts, Capital Improvement Program and other related actions both prior to adoption and throughout the coming year.

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Recommendation for Action

At the June 3, 2014, Public Hearing, the City Council is requested to open the public hearing, receive public testimony and continue the hearing to its regularly scheduled meeting on June 24, 2014.

Staff will recommend that the Council take the following actions **at the June 24, 2014** budget meeting:

1. Adopt Resolution No. 14-6042.1 (Attachment 4) Amending Exhibit A to Resolution No. 78-6042 Establishing Fees and Charges for Various Municipal Services in the City of Concord), as amended.
2. Adopt Resolution No. 14-46 (Attachment 5) Establishing the Appropriation Limit for the City of Concord for Fiscal Year 2014-15 Pursuant to California Constitution Article XIII B.
3. Adopt Resolution No. 14-47 (Attachment 6) Adopting the Minimum Threshold over which City Council approval is required in accordance with Concord Municipal Code Article VIII, Sec. 2-644 (a), for Fiscal Year 2014-15.
4. Adopt Resolution No. 14-48 (Attachment 8) Adopting the Municipal Budget, Including a Ten-Year Financial Plan and the 2014-15 Capital Improvement Program, Including a Ten-Year Capital Improvement Plan for Fiscal Year 2014-15.

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Reviewed by: Karan Reid
Finance Director
Karan.Reid@cityofconcord.org

Attachments:

1. Copy of the May 13, 2014 Staff Report and Budget Transmittal Memorandum for Proposed FY 2014-15 Budgets and Ten-Year Financial Forecasts dated May 13, 2014 with Attachments
2. Sample 10-Year Forecast that projects the impact of an extension of Measure Q
3. List of changes to the Proposed FY 2014-15 budget since the May 13, 2014 Workshop
4. Resolution No. 14-6042.1 Fees and Charges with Exhibit A Proposed Changes
5. Resolution No. 14-46 Appropriation Limit
6. Resolution No. 14-47 Adopting Purchasing Threshold
7. Proposed Amendments to *Policy and Procedure No. 129, "Budget and Fiscal Policies"*
8. Resolution No. 14-48 Municipal Budget and Ten-Year Financial Plan
9. Detailed description pages for all CIP/TIP/ITP projects in the Proposed FY 2014-15 Budget (*formatted as an insert to the budget binder*)

Memorandum

DATE: May 13, 2014

TO: Honorable Mayor Grayson and Members of the City Council

FROM: Valerie Barone, City Manager

SUBJECT: **Budget Message for Fiscal Year 2014-15 and Ten-Year Financial Forecasts for Fiscal Year 2014-15 through Fiscal Year 2023-24**

With this transmittal memo, the Executive Team, the Finance Department, and I present the recommended City of Concord operating budget for Fiscal Year (FY) 2014-15. The proposed annual budget is balanced, relying on voter-approved Measure Q¹ revenue to support the operations of vital city services.

Accompanying the recommended annual budget is the 10-Year Financial Forecast for the General Fund, as well as the 10-year forecasts for the City of Concord's other major funds (golf course, sewer, gas tax). Staff will present the recommended annual General Fund budget and 10-year forecasts to the City Council and the public at the Council's May 13 Budget Workshop. The Council will further consider and take action on the budget at its budget hearings on June 3 and June 24, 2014.

The proposed Fiscal Year 2014-15 annual budget demonstrates the continued success of Measure Q. Measure Q was passed by the voters to preserve vital city services, rebuild the City's reserves and provide a local revenue source that could not be taken by the State of California. Because of Measure Q support to the City's operating budget, the proposed Fiscal Year 2014-15 budget maintains city services that the public relies on. The Citizen's Oversight Committee for Measure Q affirms in its independent report to Council (Attachment 2) that the City is appropriately using Measure Q revenues to rebuild reserves and protect vital City services.

INTRODUCTION

Like many cities throughout the Country and State, Concord has been hard hit by the economic downturn that began in FY 2007-08. The recession and slow recovery forced the City to cut its workforce by 25%, defer infrastructure and facility maintenance, reduce programs and outsource

¹ Measure Q is a voter approved half-cent use and transaction tax that provides revenue to the City of Concord that cannot be taken by the State of California. The measure was approved by the voters in November 2010. Measure Q sunsets in March 2016.

services. Additionally, the Concord workforce stepped up to help with the City's deficit by paying more for health benefits, agreeing to a new lower tier of retiree pension benefits, picking up the full employee-share of retiree pension benefits, participating in a 5% furlough program for 3.5 years, and eliminating salary increases for multiple years. Even with all of these service reductions and employee give-backs, the City had to deplete \$24 million of General Fund reserves just to keep as many services and programs available to the residents as possible. Measure Q's adoption by the voters has allowed the City to rebuild its reserves and maintain vital services that the community relies on.

As discussed later in this report, an economic recovery is underway in Concord—the City is experiencing improved sales tax revenue as well as a recovering commercial and residential real estate market. Yet the recovery is not fast enough nor strong enough to fully resolve Concord's remaining fiscal challenges. Challenges still facing Concord include:

- The loss of Measure Q revenue in March 2016
- A slow economic recovery in which revenues are not keeping pace with expenditure growth
- Adjusting to the fiscal impact on the City of state revenue grabs, including the recent loss of redevelopment, which total over \$78 million for the past 20 years
- Increases in CalPERS retirement rates
- Increases in health care costs and the undetermined impact of the Affordable Care Act
- Unfunded maintenance and infrastructure needs for roads, parks, facilities, and street signs/lights
- Unfunded long-term liabilities

The proposed General Fund 10-year financial forecast assumes a modest economic recovery with average annual sales tax growth of 2.7% and average property tax growth of 2.6%. The 10-year forecast illustrates that if projected revenues are achieved and service levels and expenditure trends remain constant, annual General Fund expenditures are projected to exceed annual revenue for each of the next 10 years, although the size of the gap shrinks.

Given the City's revenue projections, service levels, and cost structure, and without any significant changes to projections or operations, the City would begin to gradually deplete its Measure Q and General Fund reserves beginning in 2016, and by FY 2021-22 the General Fund reserve would drop below 15%². The proposed 10-year financial forecast avoids this, and results in a 15% reserve at the end of the 10-year forecast by including a total of \$4 million of unidentified budget cuts to be implemented beginning in FY 2015-16, the first year following the expiration of Measure Q. The proposed 10-year forecast assumes \$2 million in expenditure/service cuts in FY 2015-16 and an additional \$2 million the following year.

² The Council has set a 15% reserve level as the minimum and defined a goal of returning to a 30% reserve when the economy is robust enough to support doing so.

However, even with this service reduction approach, the forecast relies on using \$16 million of reserves over the next 10-years.

The “General Fund 10-Year Forecast” section of the budget binder illustrates the impact of the expiration of Measure Q revenue and the necessary budgetary/service cuts, as well as its impact on the City’s reserves (see pages 21-27 in the budget binder).

Council’s Priority Focus Areas for FY 2014-15

In light of the challenges the City faces, the proposed FY 2014-15 budget provides the necessary resources for the City to make progress in each of the Council’s priority focus areas, while also limiting the increase in operating expenditures in the proposed budget to only items that are essential, align to a Council goal, or are out-side of the City’s control (such as utility costs and contractual obligations).

Last year, as part of preparing the Fiscal Year 2013-14 budget and in order to address the difficult challenges faced by the Concord organization since the start of the Great Recession, the Council defined four areas of priority focus and acknowledged two areas of constant focus as a tool to guide our organization’s work efforts and resource allocations. This approach has proved very successful and was used again this year at the start of our budget preparation cycle.

On March 22, 2014 the City Council held a workshop to confirm and refine the Council’s Priority Focus Areas for FY 2014-15. The Council made a number of modifications, including dividing one of the four priority focus areas (Long Term Financial Stability & Economic Vitality) into two, which resulted in a total of five priority focus areas and two areas of constant focus, as listed below (not listed in any priority order):

Long Term Financial Stability

- Adopt a balanced annual budget and a 10-year financial forecast that acknowledges unfunded liabilities & deferred maintenance
- Implement strategies that reduce unfunded liabilities and address the City’s Annual Required Contributions (ARC) for retiree benefits
- Outreach to the community on the City’s responsible use of Measure Q revenues and the City’s long-term financial forecast
- Pursue initiatives that enhance the City’s long-term financial stability

Economic Development

- Progress on developing the Concord Reuse Project Area
- Complete & begin implementation of the Downtown Specific Plan
- Implement strategies that enhance the economic vitality of all areas of the City
- Implement strategies that address blighted and/or vacant properties
- Support the development of housing that implements the City's Housing Element and enhances the economic vibrancy of the City

Public Safety

- Focus all City departments on public safety
- Focus on preventative measures that enhance long-term public safety
- Reduce criminal activity in Concord—pay special attention to:
 - ✓ Homeless related criminal activity, and
 - ✓ Juvenile related criminal activity
- Progress on the Family Justice Center

Infrastructure Maintenance

- Maintain existing infrastructure & facilities in a safe and operational condition
- Implement strategies that optimize all modes of travel through the City
- Implement strategies that address sewer needs
- Implement strategies that address pavement & roadway needs
- Identify backlogged park infrastructure maintenance needs

Organizational Strength & Employee Success

- Implement strategies that engage and strengthen Concord's relationship with regional, state and national organizations and elected officials
- Implement technology that enhances customer service and organizational efficiencies
- Perform timely and effective performance evaluations

- Adopt policies that address key personnel and legal needs
- Implement programs that support employee recognition and networking
- Develop employees, the executive team, and council members through training & growth opportunities

During the March 22nd workshop, the Council also acknowledged that there are two constant areas of focus for a City: Quality of Life and Customer Service. Concord, like all cities, continues to concentrate on these two areas as well.

Additionally, the City recently commissioned a customer satisfaction survey where 83% of the public said they were satisfied with City services; further they identified the following specific service priorities for the City:

- 9-1-1 emergency response services
- Neighborhood police patrols
- Gang prevention programs
- Crime investigation services
- Road maintenance and pothole repair efforts
- City street lights and traffic signals
- City parks and playgrounds
- Youth sports and recreation programs
- Senior services and the senior center

Proposed FY 2014-15 Budget Compared to FY 2013-14

FY 2014-15 is not expected to be dramatically different from our current fiscal year in that the City continues to be challenged by limited resources to accomplish all of the priority projects and programs. Consequently, the City will need to remain focused on what is most important to the community and to the Council.

While the recommended FY 2014-15 budget is a “status-quo” budget, overall expenditures have increased, primarily in the area of budgeted personnel costs. Personnel costs include the cost to fund amendments to labor contracts for the Concord Police Officers Association and Concord Police Managers’ Association, as well as changes to the budgeted savings for vacant positions, increased employee medical costs and pension costs to the California Public Employees’ Retirement System (CalPERS). In addition, the budgeted cost of full-time salaries and benefits are also increased by the addition of 8 positions that were not included in the current adopted budget for FY 2013-14. However, the costs for all of these positions, with the exception of three new dispatcher positions, are offset by either new program revenue or expenditure reductions.

Five of the positions were previously approved by Council; the remaining three are before Council for consideration as part of this budget review.

The following table provides a comparison of the FY 2014-15 proposed budget to the estimated actual revenue and expenditures for the current fiscal year, FY 2013-14.

Table 1. Proposed General Fund FY 2014-15 Budget Compared to FY 2013-14

| | FY 2013-14 Est. Actual | FY 2014-15 Proposed Budget | Difference |
|---|---------------------------|-------------------------------|-------------|
| Total Recurring Revenue (excluding Measure Q) | 72,204,130* | 73,378,000 | 1,173,870 |
| Total Recurring Expenditures | 79,138,000 | 81,413,000 | 2,275,000 |
| Surplus/(Shortfall) | (6,933,870) | (8,035,000) | (1,101,130) |

**Excludes \$1.8 million of rollover funds from the prior year (FY 2012-13) that were allocated through the mid-year update to fund the full amount of the City's annual contribution to the City of Concord Retirement System (CCRS) and post-employment medical liability, as determined by an independent actuarial report.*

Measure Q - Half-cent Local Sales Tax

Just five years ago, the City had to deplete \$24 million of its reserve funds just to keep as many services and programs available to residents as possible. On November 2, 2010, the voters of Concord passed Measure Q, establishing a half-cent use and transactions (sales) tax for five years. The establishment of a Citizens' Oversight Committee to annually review the City's use of the Measure Q tax revenue was included in the authorizing ordinance. The Citizens' Oversight Committee has the responsibility to review the annual auditor's report and to make findings to the City Council on whether the past use and proposed future use of Measure Q tax revenue is consistent with the community's priorities. The Committee's report is Attachment 2 to this report.

The City uses a portion of the annual Measure Q revenues to fund operating expenses to preserve services to the community and allocates the balance of the annual revenue to rebuild financial reserves. Measure Q has been essential in maintaining key city services such as 9-1-1 emergency response, neighborhood police patrols, gang prevention programs, crime investigation services road maintenance, pothole repair efforts, city street lights and traffic signal upkeep, city parks and playgrounds maintenance, youth sports and recreation programs, and senior services and the Senior Center.

In the current 2013-14 fiscal year, the City expects to receive a total of \$10.9 million in revenue from the half-cent Measure Q sales tax. Of this amount, it is estimated that \$6.3 million will be

used to support operations and \$4.6 million will be set aside in reserves to help fund services for additional years after the March 2016 “sunset” of the tax measure.

Additionally, consistent with the City’s strong tradition of fiscal prudence and stewardship, Measure Q has been successful in helping the City to rebuild its reserves. At the close of the current 2013-14 fiscal year, the balance of the City’s discretionary reserve accounts (which include the special reserve for Measure Q funds) is projected to be \$20.5 million. This will amount to a 28% reserve of budgeted General Fund expenditures for the upcoming FY 2014-15 budget.

As shown in Table 1 in the proposed FY 2014-15 budget, the City continues to rely heavily on Measure Q revenue to support the essential services our public relies on; \$8 million of Measure Q revenue is needed to create a balanced budget.

PROPOSED FISCAL YEAR 2014-15 GENERAL FUND BUDGET

What follows is a summary of the City’s Proposed FY 2014-15 General Fund budget. To aid the reader through this section and all of the detail provided, staff has organized the information in this section of the report into the following topics:

1. General Fund Revenues (Pg. 7)
2. Expenditure Assumptions (Pg. 17)
3. Significant Changes Other Funds (Pg. 22)
4. Measure Q Oversight Committee Findings (Pg. 25)

1. GENERAL FUND REVENUES

Total projected FY 2014-15 revenues for the General Fund are up \$1.2 million from \$72.2 million to \$73.4 million. This excludes Measure Q revenue, which is projected to be \$11.6 million, up \$731,000 from \$10.9 million in the current fiscal year. Property tax is projected to be up by 5.5%, a reflection of increased sale activity and homes selling for higher values. Total non-Measure Q sales tax is projected to increase by 2.3%, which is attributable to a continued increase in automobile sales and general growth in the local economy.

The following table provides a brief summary of the most recent estimated actuals for current year (FY 2013-14) and the budget projections for property and regular sales taxes, followed by projected revenue for Measure Q.

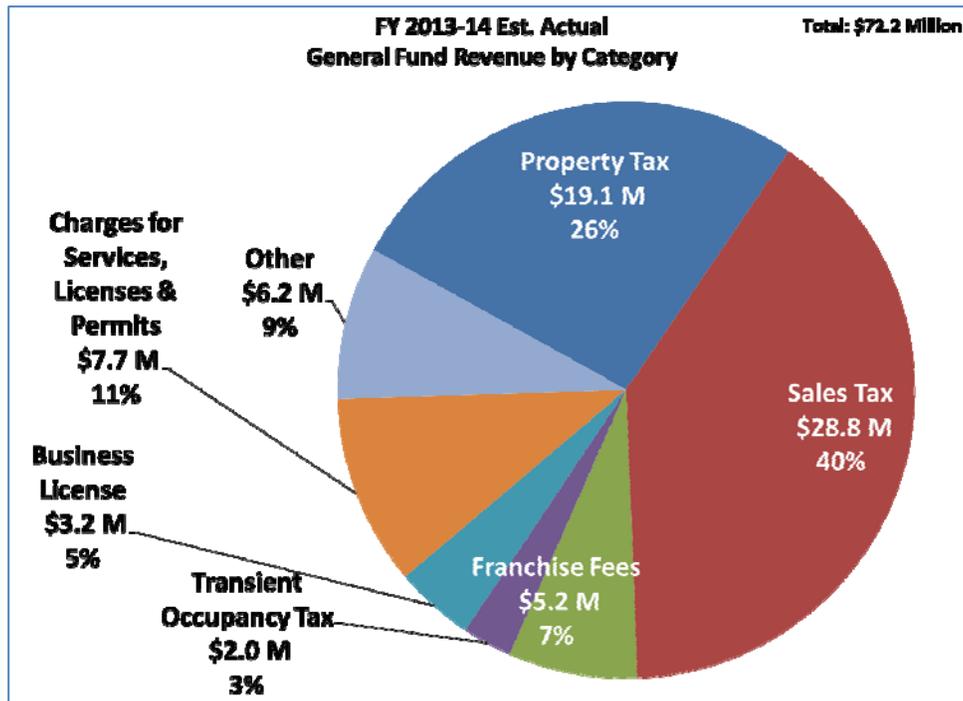
Table 2. General Fund Revenue Summary

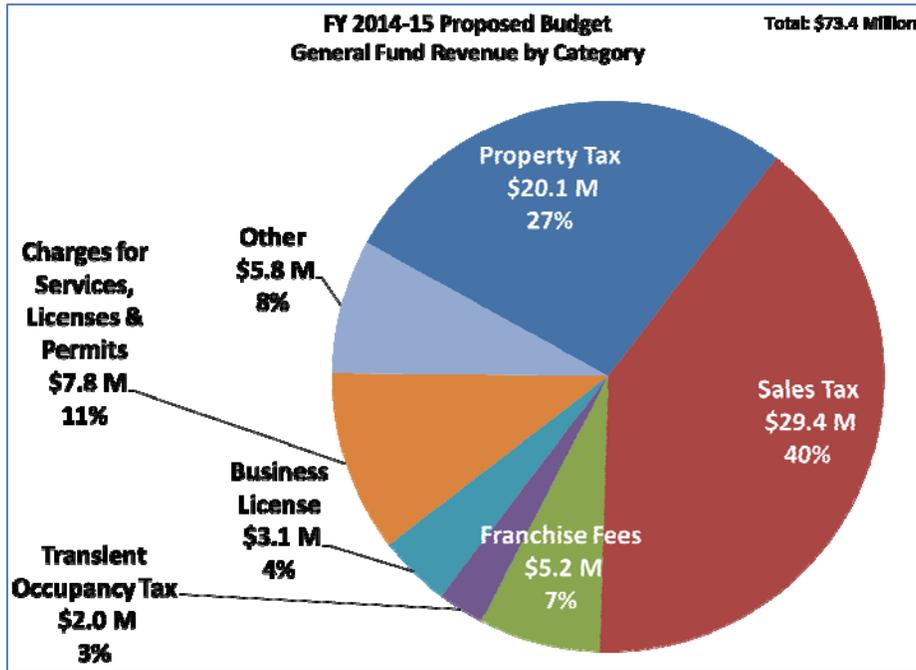
| | FY 2013-14 Est. Actual | FY 2014-15 Proposed Budget | Difference |
|--|---------------------------|-------------------------------|-------------|
| Total Recurring Revenue (excluding Measure Q) | \$72,204,130 | \$73,378,000 | \$1,173,870 |
| Major Revenue Sources* | | | |
| Property Tax | 19,064,000 | 20,115,000 | 1,051,000 |
| <i>Percent of Total</i> | 26% | 27% | |
| Sales Tax | 28,759,737 | 29,415,000 | 655,263 |
| <i>Percent of Total</i> | 40% | 40% | |
| Measure Q Revenue | 10,878,000 | 11,609,000 | 731,000 |

**Only the major revenue sources of property tax and sales tax are shown. Other categories revenue are shown and analyzed later in this report.*

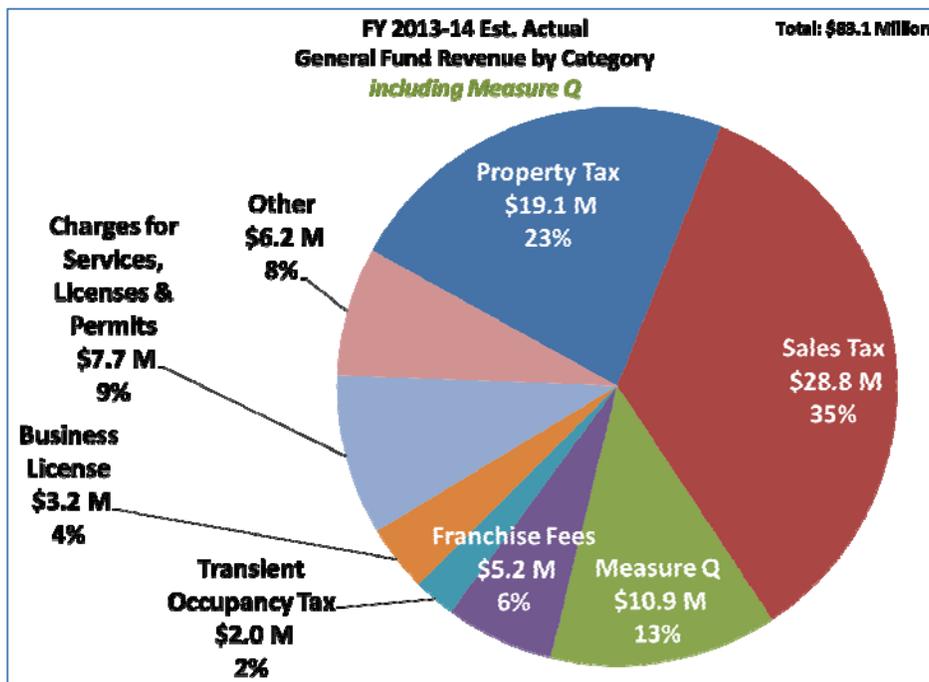
As shown in Table 2, the total increase in property and sales tax is approximately \$1.7 million, however, the total increase in General Fund recurring revenue is projected at \$1.2 million. This is a result of various changes in non-property and non-sales tax revenues sources, as described below.

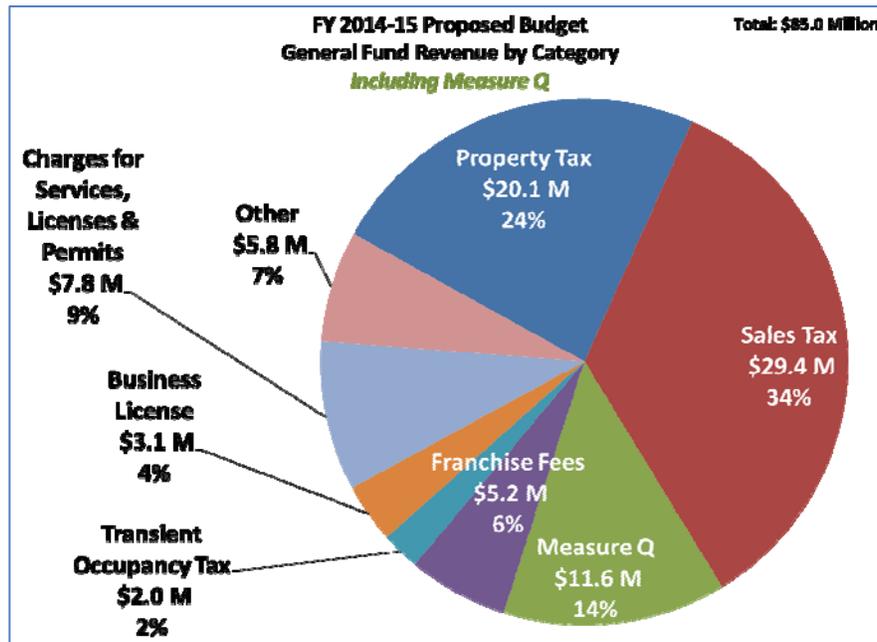
Together, property taxes and the City’s regular sales tax represent 67% of the total regular General Fund projected revenue. The following charts show General Fund revenue by category in FY 2013-14 (based on estimated actuals) and FY 2014-15 (as proposed) without Measure Q.





These next charts show General Fund revenue by category in FY 2013-14 (based on estimated actuals) and FY 2014-15 (as proposed) with Measure Q. This portrait demonstrates that revenue from the Measure Q special use and transactions (sales) tax represent a significant portion of total General Fund resources (13-14%), which as you know supports vital community services such as 911, city parks, youth sports and senior services.



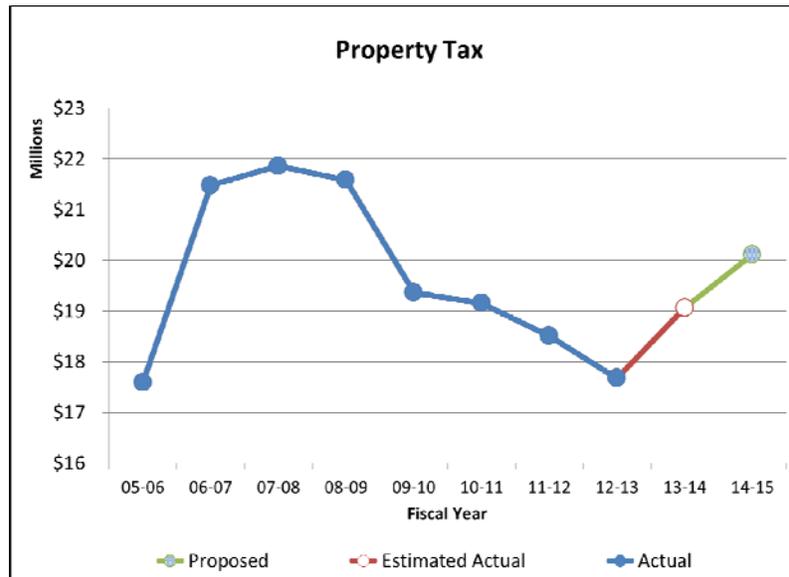


Further explanation and analysis of the City's General Fund revenues by category follow:

a. Property Tax

Property taxes represent 26% of recurring General Fund revenue. The City of Concord continues to see a recovery in property taxes as a result of increased sales activity and prices. Property taxes for FY 2014-15 are projected to be \$20.1 million, 5.5% increase over FY 2013-14. However, projected property tax revenue for FY 2014-15 is still \$2.4 million less than its peak in FY 2007-08 (property tax revenue that year was \$22.5 million).

According to the City's property tax consultant, HdL Companies, "the housing market has continued to improve in 2013 as home buying increased due to continued low interest rates and affordable prices. Foreclosure levels are back to historical norms. Median prices and numbers of sale transactions are up statewide. The median sale price of a single family home in Concord for calendar year 2013 was \$351,500; this represents a \$108,500 (35.19%) increase from 2012." As Concord remains one of the most affordable communities in Contra Costa County, this positive trend is anticipated to continue for the next two years.

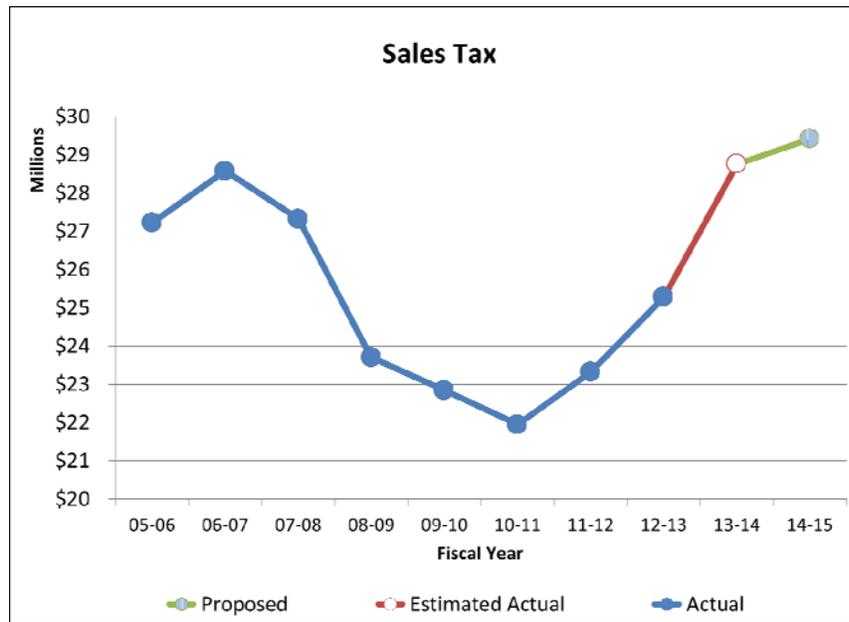


b. Sales Tax

The original Bradley-Burns 1% sales tax (non-Measure Q) comprises 40% of recurring General Fund revenue (excluding Measure Q revenue) in the proposed budget. As shown in the following graph, by the close of the current 2013-14 fiscal year, the City’s regular sales tax revenue is projected to have recovered from the recession. The proposed budget projects \$29.4 million to the General Fund in FY 2014-15. Due to this recovery of the sales tax base, staff and the City’s sales tax consultant (HdL Companies) expects the growth for this revenue source in FY 2014-15 to be slower than the prior three years. As such, a 2.3% growth rate is projected. In the past 3 years, the growth has been primarily attributed to strong auto sales. This trend has continued for the first two quarters of the current fiscal year (2013-14), but it is expected to moderate, while holding onto the gains of the past 3 years. Concord has also benefited by a general recovery in non-auto related industries, especially in the area of building and construction.

It should be noted that staff met with the City’s Sales Tax consultant in April to review updated sales tax projections for the current fiscal year. The estimated actuals of \$28.8 million are \$1.9 million higher than the current budgeted amount. At the close of the fiscal year, staff intends to request approval from Council to allocate any additional funds consistent with the Council’s policy for the use of one-time and budget surplus funds will be placed before the Council for approval on May 27, 2014.³

³ The City Council is currently developing a policy for the use of one-time and budget surplus funds that emphasizes paying down financial liabilities and investing in infrastructure to reduce deferred maintenance. The policy was

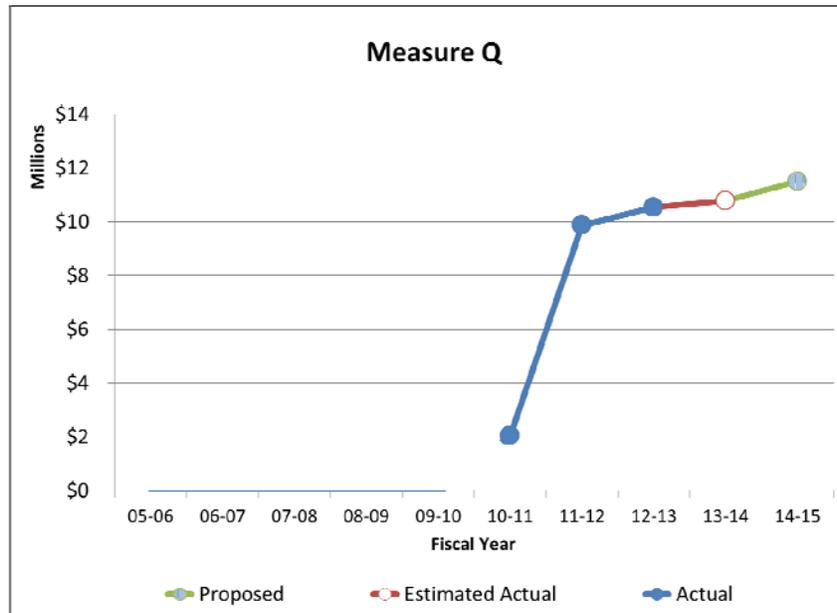


c. Measure Q

As noted earlier in this report, Measure Q is a temporary revenue source that expires in March 2016. The special use and transactions (sales) tax was approved by Concord voters in November 2010, for a 5-year term. Collection of this local revenue began on April 1, 2011, with FY 2011-12 being the first full year of receiving Measure Q funds. In that first full year, just under \$10 million was received.

In the Proposed FY 2014-15 Budget, Measure Q revenue is projected to increase by approximately \$731,000 to \$11.6 million from \$10.9 million in the current fiscal year (2013-14). This represents a 6.7% increase.

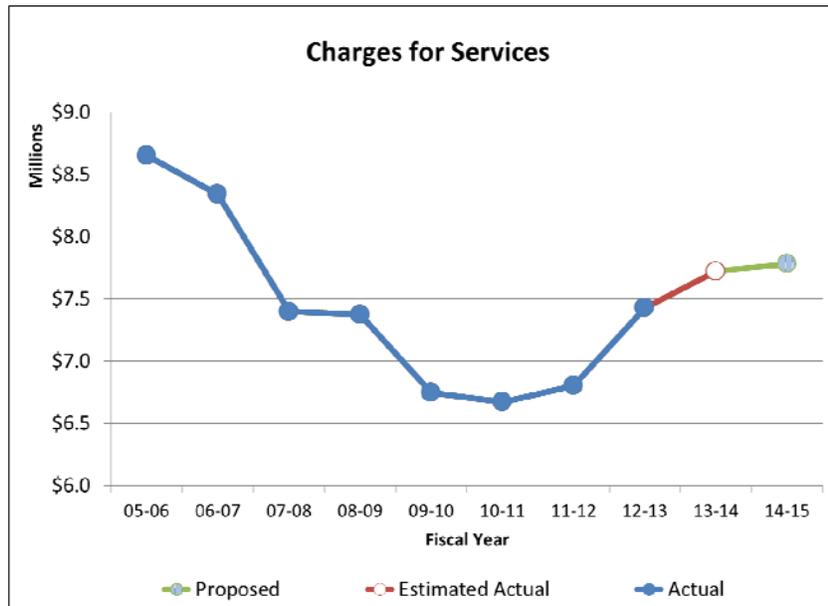
When comparing this growth rate with that of the regular Bradley-Burns sales tax, it is important to keep in mind that the taxable base is slightly different for each tax, so the growth rates are slightly different.



d. Charges for Services (*Permits, Plan Review Fees, Inspection Fees, and User Charges*)

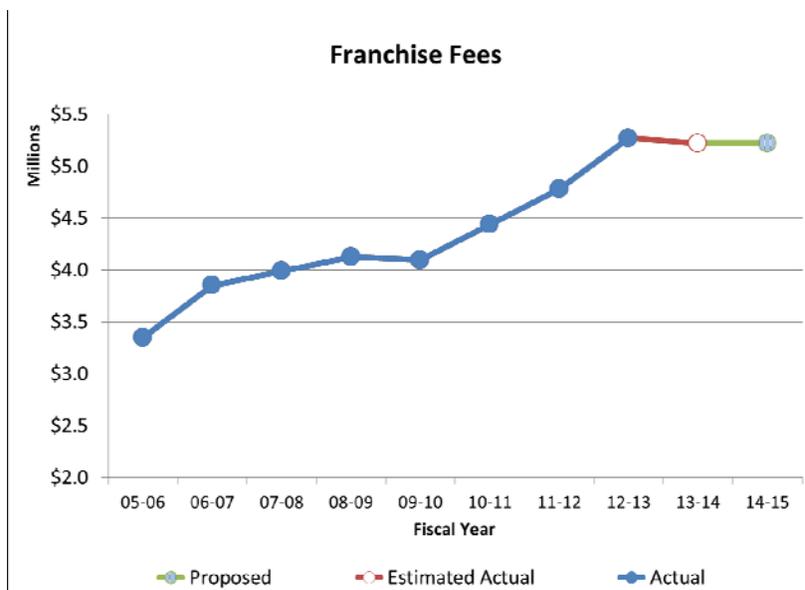
Total projected revenue in the Charges for Services category is estimated to be \$7.8 million, up \$60,000 from the current year budget. This revenue category consists of various permit charges (e.g. building, plumbing, electrical), fees for plan review, inspection fees as well as user charges for facility rentals and other direct service fee charged by City departments.

During the mid-year budget adjustments in the current fiscal year, revenue estimates were increased by \$800,000 in this category to account for increased development related (i.e. plan review fee, inspection fee, and permit) revenue. The relatively minor increase projected in FY 2014-15 of \$60,000 of new revenue on top of the amount that was added at mid-year, assumes a continuation of the increased development activity seen over the last 18 months. Overall, revenue from charges for services in other departments across the City (namely Parks & Recreation and Police) is projected to be relatively constant. The following graph shows that total revenue from service charges are still \$900,000 below their peak in the last 10-years. In FY 2005-06, total revenue from service charges was \$8.7 million, compared to the projected \$7.8 million for FY 2014-15.



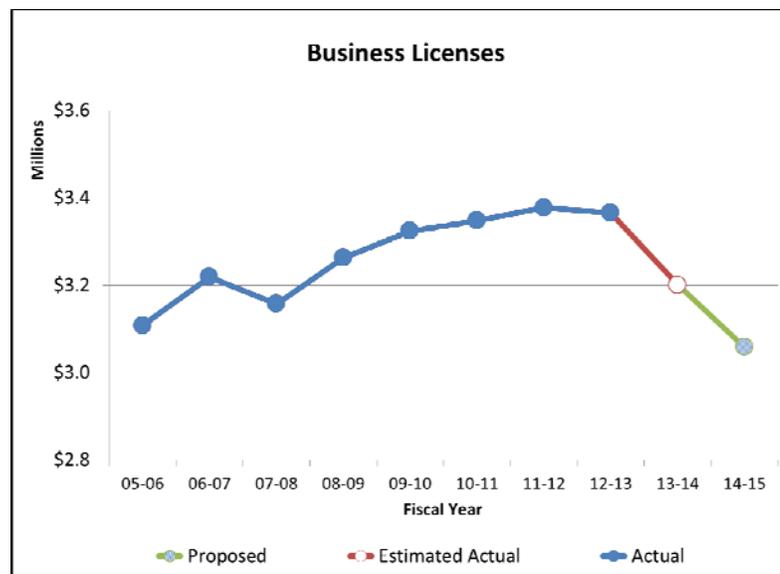
e. Franchise Fees

Franchise fees are estimated to remain constant at \$5.2 million, or 6% of General Fund revenue in FY 2014-15. Ongoing franchise fees are paid for waste management, cable, electric as well as gas utility and oil pipeline companies under individual franchise agreements.



f. Business Licenses

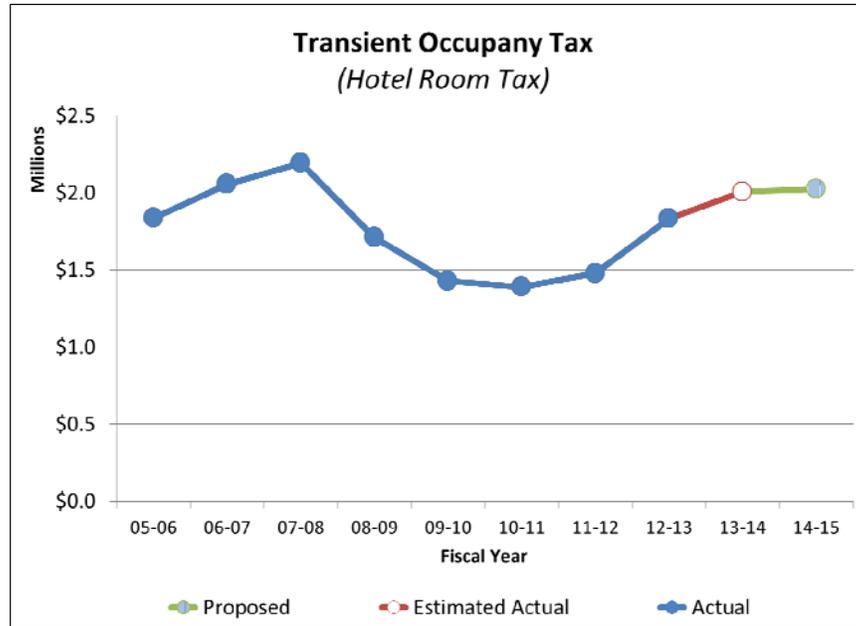
Total revenue related to business licenses is projected to be \$3.1 million in the proposed budget. This includes three distinct sources: 1) business taxes, \$2.8 million, 2) administrative and renewal fees, \$200,000, 3) penalties, \$45,000. Proposed revenue from business taxes and penalties are relatively flat and no changes to the fee structure are proposed at this time. However, the projected revenue from administrative fees reflects a \$150,000 decrease related to a prior action by the City Council to reduce business license administrative fees. The following graph shows a decline in this revenue source for the current 2013-14 fiscal year as well. This too is related to Council's prior action to reduce administrative fees. Due to when the fee reduction occurred and the annual staggered time in which businesses renew their license, the full revenue reduction is spread over two fiscal years—representing a total reduction of approximately \$280,000.



g. Transient Occupancy Tax (TOT)

Based on monthly revenue trends, estimates for the transient occupancy tax (also known as the hotel room tax) were increased by \$190,000 during the mid-year review for the current FY 2013-14 budget. This brought the total budgeted revenue to just under \$2 million. The Proposed FY 2014-15 budget projects that TOT revenue will remain relatively flat (an increase of just \$18,000). This is a conservative estimate which assumes the partial recovery in local hotel/motel room occupancies is maintained. At approximately \$2 million, this revenue source is below the peak for the last 10-years, which was in FY 2007-08. Staff will continue to monitor monthly totals of this revenue source closely and analyze any

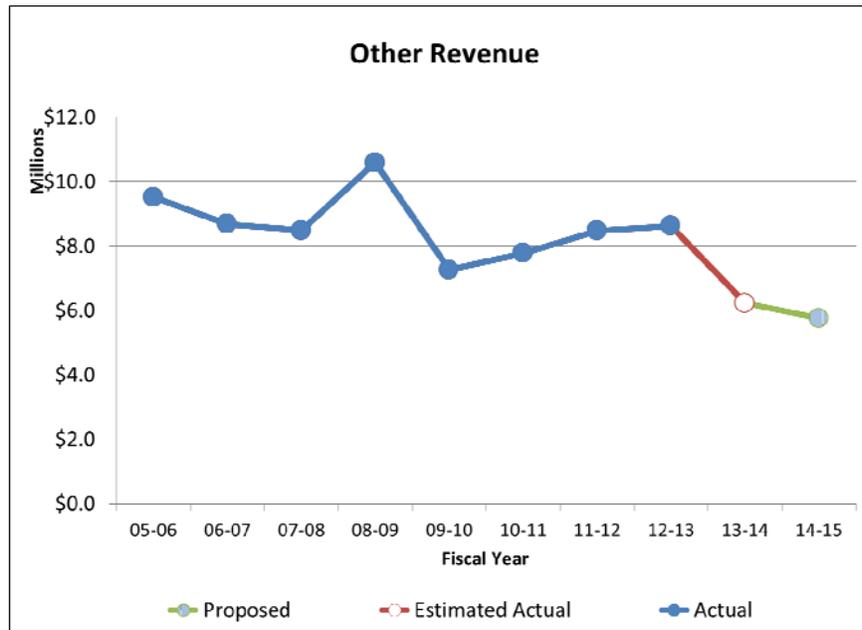
impact that the recent Diablo Valley advertising campaign by the Concord Tourism Improvement District may have.



h. Other Revenue

“Other Revenue” includes one-time special revenue, fines and forfeitures, inter-governmental, and inter-fund charges (among others). In the Proposed FY 2014-15 budget, this category is down by approximately \$400,000 (from \$6.2 million to \$5.8 million). While some revenues in this category are projected increase (with the largest increase related to rental income for Waterworld property, up by \$130,000), there were a number of individual revenue sources that declined. The most significant declining revenues in this category are a \$450,000 reduction due to the completion of a project to reconcile development deposits for permit applications from prior years and a \$60,000 decrease in State Mandated Reimbursements.

The following graph shows an overall, gradual decline in Other Revenue. This decline stems from the discontinuation of redevelopment support for General Fund operations in FY 2011-12, caused by the dissolution of the City’s Redevelopment Agency. In FY 2012-13, the City received one-time, unbudgeted revenues of \$2 million from the County (Property Tax Administration Fee refund and the Low and Moderate Income Housing fund share payment) which temporarily delayed the general decline we are seeing in this revenue category.



2. EXPENDITURE ASSUMPTIONS

Given the fiscal constraints of the City, all departments were instructed to limit the increase in operating expenditures in the FY 2014-15 budget to only items that are essential, align to a Council goal, or are related to contractual commitments that are not feasible or advisable to eliminate in the FY 2014-15 budget. For the most part, this was accomplished; the proposed budget that is before the Council increases General Fund spending on operating expenses by only \$352,000. However total expenditures in the General Fund increase by \$2.3 million (or 2.9%). As discussed below, the budgetary increase is primarily related to increasing personnel costs.

Table 3 shows the changes in total recurring expenditures from the current adopted budget and the FY 2014-15 proposed budget.

Table 3: General Fund Recurring Expenditure Summary

| | FY 2013-14 Est. Actual | FY 2014-15 Budget | Prelim. | Difference |
|---|---------------------------|----------------------|---------|------------|
| Total Recurring Expenditures | 79,138,000 | 81,413,000 | | 2,275,000 |
| <i>Major Expenditure Groups*</i> | | | | |
| <i>Full-time Salaries</i> | 29,054,000 | 30,774,000 | | 1,720,000 |
| <i>Percent of Total</i> | 37% | 38% | | |
| <i>Fringe Benefits**</i> | 25,866,000 | 25,241,000 | | -625,000 |
| <i>Percent of Total</i> | 33% | 31% | | |
| <i>Part time Salaries</i> | 1,913,000 | 1,385,000 | | -528,000 |
| <i>Percent of Total</i> | 2% | 2% | | |
| <i>Operating Expenses</i> | 10,185,000 | 10,537,000 | | 352,000 |
| <i>Percent of Total</i> | 13% | 13% | | |

*Does not include internal service charges, capital project funding, debt or inter-fund transfers.

**Includes medical, vision, dental, life insurance, disability insurance, pension contributions and payments, deferred compensation, social security, and workers' compensation.

Table 3 shows the overall recurring General Fund expenditures are up \$2.3 million. This relates to the changes in the major expenditure groups that are shown in the table, as well as a \$700,000 increase that relates to how the City budgets for a vacancy savings. Below is a discussion of the significant factors that influence the total increase in recurring expenditures.

Vacancy Savings

In the prior two fiscal years, the City included a 3% vacancy factor for all full-time positions. This assumed that, given regular turnover and the time it takes to recruit and hire a replacement, there would be an average 3% vacancy savings citywide. In FY 2012-13, this 3% vacancy savings was not achieved and the City is not on track to achieve the budgeted vacancy savings in the current fiscal year. In the current FY 2013-14 budget, the vacancy savings is assumed at \$1.4 million. Staff is recommending that the budgetary vacancy factor in the FY 2014-15 budget be reduced to 2% for all employees, with the exception of sworn officers and staff that provide direct support for development services (building/engineering inspection as well as plan and permit review services). Staff proposes a 1% vacancy factor for sworn officers and direct development service employees in recognition of the vacancy trends for these positions and the fact that the backfill requirements for these positions do not consistently provide financial savings. The reduction of \$700,000 in budgeted vacancy savings does not increase compensation; it reflects a change in budgeting practices.

Personnel/Organizational Changes

The budgeted cost of full-time salaries and benefits are also influenced by the addition of 8 positions that were not included in the current adopted budget for FY 2013-14—although five of these positions have been approved by Council during the current fiscal year. It should be noted that the cost of several of the positions are offset by new program revenue and expenditure reductions in operating costs and other areas. Specifically, part-time salaries in some programs have been reduced to offset the cost of newly proposed positions. In addition, part-time salaries also decrease as a result of transitioning a large number of part-time/seasonal landscape and

laborer positions in the Public Works Department to contractual services through a staffing agency.

In addition, the proposed personnel costs include approximately \$440,000 to fund amendments to labor contracts for the Concord Police Officers Association (POA) and Concord Police Managers' Association (PMA) that were put before the Council for adoption on May 6, 2014.

Table 4 shows full-time positions by department for the current and proposed budgets.

Table 4. Full-time Positions

| Department | FY 2013-14 Adopted | FY 2014-15 Proposed | Difference |
|---|--------------------|---------------------|------------|
| City Attorney | 4.0 | 4.0 | - |
| City Council | 6.0 | 6.0 | - |
| Community & Economic Development | 37.0 | 39.0 | 2.0 |
| Concord Local Reuse Authority | 2.0 | 2.0 | - |
| Finance | 19.0 | 19.0 | - |
| Human Resources | 6.0 | 7.0 | 1.0 |
| Information Technology | 12.0 | 12.0 | - |
| Office of the City Manager | 10.0 | 11.0 | 1.0 |
| Parks & Recreation | 15.0 | 15.0 | - |
| Police | 207.0 | 211.0 | 4.0 |
| Public Works (includes Storm Water and Sewer) | 76.0 | 76.0 | - |
| Total Full-Time | 394.0 | 402.0 | 8.0 |

The additional 8 full-time, benefited positions include:

Five positions authorized by Council during the current fiscal year.

- Police Department
 - ✓ *One Vehicle Abatement Officer*, approved by Council on September 10, 2013. The budgeted cost of \$68,000 is funded by State motor vehicle licensing and renewal fees and offset by reductions in part-time staff. This position supports the community by removing abandoned vehicles throughout the City.
 - ✓ *Three Dispatchers*, approved by Council on February 11, 2014. The budgeted cost of \$316,000 is a new appropriation from the General Fund. Staff anticipates a delayed savings in the current over time and part-time expenses in the Dispatch program as a result of adding these three full-time positions. Since Dispatchers go through an extensive post-hire training program, a significant reduction in overtime and part-time expenses is not expected until FY 2015-16. Therefore, a

reduction in these costs is not reflected in the proposed budget. These positions support the community by allowing for adequate staffing in the dispatch center which enhances community and officer safety.

- City Clerk's Division
 - ✓ One 18-month Contract Program Coordinator, approved by Council on March 25, 2014: The annual cost of \$137,000 is completely offset by reductions in personnel and operating expenses. This position will support succession planning efforts in the City Clerk's Office, help address the current records' backlog, and provide support for the replacement of the City's existing document imaging system.

Three proposed new positions for Council consideration in the proposed budget.

- Community & Economic Development Department
 - ✓ One Permit Technician I. The annual cost of \$89,000 is proposed to be completely offset by reductions in part-time support, the use of contract staff and increased program revenue.

The proposed Permit Technician I position will provide additional receptionist and development counter support, as well as assist with the Building Division's workflow and records management activities. Currently, the Building Division is staffed with three full-time Permit Center Technicians, which are supplemented by 0.5 full-time equivalent (FTE) of contractual permit technician support and 0.48 FTE of part-time administrative support. The Building Division has experienced increased call volumes and service demands over the past couple of years. This is evidenced by the increase in total annual valuation of work and permit applications processed. In addition, revenues for filing fees, plan review fees, and inspection fees have significantly increased beyond the budgeted revenues consistently over the last two fiscal years. This is most noticeable by the \$800,000 in additional development related revenue that was adjusted in the FY 2013-14 mid-year update.

As an addition to the normal workload, in March 2014, Building Division Permit Technicians began imaging all of the Community and Economic Development Department's development review documents on an ongoing basis. The City's existing document imaging fees help to support these efforts and will also help to offset a portion of the cost for the proposed Permit Technician I position.

With the proposed Permit Technician I position, the total Permit Technician full-time staffing will be 4 FTEs. This is lower than the peak staffing level in previous

years. For example, the FY 2005-06 budget provided for 5 FTEs Permit Technicians verses the proposed 4 FTEs Permit Technicians for FY 2014-15.

- ✓ *One Building Inspection Supervisor.* The annual cost of \$150,000 is completely offset by reductions in the use of part-time staff, contract personnel and increased program revenue from permit activities.

In an effort to be more responsive to building code enforcement needs, address the increase in inspection workload, and provide improved efficiencies, staff recommends the addition of one Building Inspection Supervisor position. The position will reduce the number of direct reports to the Chief Building Official (currently at 10 FTEs), support succession planning in the Department by providing a supervisor position, and provide additional daily supervision and support to the inspection and building code enforcement activities within the City. This position will take over the duties of a vacant 0.48 FTE part-time position and a 0.5 FTE contract inspector that works for building code enforcement. This will result in improved customer service.

With the proposed Building Inspection Supervisor position, the total building inspection full-time staffing level in the FY 2014-15 budget is considerably lower than the peak staffing level in previous years. For example, the FY 2005-06 budget provided for 1 Building Inspection Supervisor, 3 Senior Building Inspectors, and 5 Building Inspectors, for a total of 9 FTEs. The proposed budget for FY 2014-15 provides for a total of 4 FTEs (1 Building Inspection Supervisor and 3 Building Inspectors).

- Human Resources Department

- ✓ *One Human Resources Specialist.* The annual cost of \$117,000 is completely offset by reductions in various operating expenses in the Human Resources department.

The proposed addition of a Human Resources Specialist position will restore one of two positions that were eliminated in the Human Resources Department during the 2009-10 fiscal year downsizing. The position is necessary due to the increased demands being placed on the Human Resources Department through the Federal Affordable Care Act and new State regulations around retirements as well as the increased work demands coming out of the City organization as the economy has begun to improve.

The proposed position will support two programs within the Human Resources Department: 1) Recruitment and Selection and 2) Organization Training and Employee Development. When the position was eliminated, the City had a hiring freeze and had reduced expenditures on employee training and development. In

FY 2009-10 the City had just two recruitments for full-time positions and twelve in the following year (FY 2010-11). The number of full-time recruitments has increased to more than 30 in each of the last two fiscal years and the trend is expected to continue. In addition, the number of recruitments for part-time positions has increased in the last two fiscal years. From a low of 46 part-time recruitments in FY 2011-12 to 77 part-time recruitments in FY 2012-13, and the same level is expected for the current and following fiscal year. All departments in the City rely on the Human Resources Department and this position will allow for increased customer service, as well as reduce the risk of failing to fully comply with new State and Federal regulations.

Major Fringe Benefit Changes

The Proposed FY 2014-15 Budget also includes full funding of the actuarial recommended annual contribution for CCRS, \$2.0 million. This is a change from the current fiscal year, in which a portion of the annual contribution was built into the budget and the remaining amount was paid with one-time funds at mid-year.

The proposed budget continues the City's historic budget approach of including a base level of funding for the actuarial recommended annual contribution towards retiree medical, (\$2.9 million). Controlling the cost of retiree health benefits continues to be a priority area of focus to the City Council, as indicated by the language included in the recent agreements with the Police Officers and Managers Associations. In these agreements the City and the employee groups have agreed to discuss ways to reduce the City's retiree health benefit costs. In addition, as one-time and surplus funds become available during the 2014-15 budget year, staff will seek to augment funding for retiree medical benefits, as has been done in past years. The additional amount needed, given current benefit levels, is \$1.9 million.

Major cost increases included in the fringe benefit category include higher premiums for current employee healthcare coverage (up \$706,000 across all funds) and increased CalPERS pension costs (up \$560,000).

3. SIGNIFICANT CHANGES TO OTHER FUNDS

a. Sewer Enterprise Fund – Annual Charge from CCCSD increases

On June 4, 2013, the City Council approved a two-year increase to the annual sewer service charges in the amount of \$39 for each of the two years. This brought the FY 2013-14 annual sewer charge to \$363 and the FY 2014-15 annual charge to \$402. While this represents an average increase of 11%, the City continues to have one of the lowest sewer rates among its peer jurisdictions. This level of funding has and continues to create a challenge when budgeting for operating expenses and capital improvement projects.

Concord’s Sewer Enterprise contracts with the Central Contra Costa Sanitation District (CCCSD) to provide wastewater treatment of sewage at the CCCSD treatment plant. Consequently, the Concord Sewer Enterprise pays a proportionate share (30% to 32%) of the maintenance, operation, and capital replacement costs of the CCCSD treatment plant, based on flow volumes.

In the current FY 2013-14, the total budget for CCCSD charges are \$16.7 million. Staff has recently received information from CCCSD indicating that the projected bill for the current year will be \$17.2 million (or approximately \$490,000 more than the FY 2013-14 Adopted Budget). Staff has reserved sufficient funds to cover the estimated invoice amount and will request a budgetary adjustment from the Sewer Fund Balance once the precise invoice amount is known (not likely until after the start of the 2014-15 fiscal year).

Total projected CCCSD charges in the Proposed FY 2014-15 Budget is \$18.9 million. This represents nearly 74% of the City’s Sewer Enterprise total projected expenditures. Staff has met with CCCSD staff and plans to continue such conversations to better understand the escalation in costs. Initially, it appears that the main financial drivers include: a) increased utility and chemical costs at the treatment plant; b) increased CCCSD employee costs; and c) Contra Costa County Employees Retirement Association pension and healthcare cost increases.

The following table shows a 5-year history of Central Contra Costa Sanitation District charges to the Concord Sewer Enterprise Fund.

Table 5: Five-Year History of CCCSD Charges to the Sewer Enterprise Fund

| | <u>2010-11</u> | <u>2011-12</u> | <u>2012-13</u> | <u>2013-14</u> | <u>2014-15</u> |
|---|------------------|------------------|------------------|------------------|------------------|
| | Actual | Actual | Actual | Estimated Actual | Proposed Budget |
| Total CCCSD Charges to the Concord Sewer Enterprise Fund | \$13.062 Million | \$13.840 Million | \$14.810 Million | \$17.192 Million | \$18.911 Million |
| Annual Percent Increase | 2% | 6% | 7% | 16% | 10% |

b. Golf Enterprise Fund – Expenses increase but covered by additional revenue

The Golf Enterprise Fund is used to account for the operations at the Diablo Creek Golf Course. Estimated revenue for FY 2014-15 is up \$24,000. This is related to increased usage of the golf course and driving range. Total proposed expenses increase by \$16,700. The most significant increase (\$15,000) is related to over-seeding. Staff is not proposing to increase course usage rates or rental fees this year. Fee increases for the golf course typically occur on a bi-annual cycle and fees were increased for the current fiscal year (FY 2013-14) and are not scheduled to increase again until FY 2015-16.

c. Gas Tax Funds – Revenue down 11%, limited funds available for new CIPs

The Proposed Budget anticipates an 11% decline in gas tax revenues. This decline is attributed to a statewide reduction in gas tax revenue as a result of a fuel tax swap that took effect in 2010. The swap reduced the sales tax on fuel, thus reducing the pool of monies shared by cities and counties.

Below is the estimated gas tax funding for the City of Concord in the current and upcoming fiscal year.

FY 2013-14

- Estimated Actual: \$3,536,000 (*down \$153,000 from Adopted Budget*)

FY 2014-15

- Projection: \$3,149,000 (*11% decrease from FY 2013-14 Est. Actual*)

Concord has historically used its annual gas tax revenue to both provide funding for capital improvement projects and finance annual operating costs for street, sidewalk and median maintenance. Due to the projected 11% decrease in revenue for FY 2014-15, staff has proposed to decrease the amount of funds to support annual maintenance by \$270,000 (from a total of \$3.3 million in the current 2013-14 fiscal year to \$3.0 million in the upcoming 2014-15 fiscal year). The reduction is in the areas of contractual services and internal service charges.

Despite this reduction, the amount of FY 2014-15 gas tax revenue available for allocation to new capital improvement projects is limited (only \$113,000).

The FY 2014-15 Capital Improvement Budget proposes a total of \$293,000 in new gas tax funded projects. The funds to support these projects are proposed to come from the remaining FY 2014-15 gas tax revenue and the City's gas tax fund balance. The estimated gas tax fund balance at the beginning of next fiscal year (7/1/2014) is projected to be just under \$2 million.

It should be noted that there are active CIP projects that received Gas Tax funding in prior years. These projects will continue and their prior allocation of Gas Tax revenues will not be affected by the decrease in revenues that is projected for the upcoming FY 2014-15.

d. Successor Agency Budget (former Redevelopment Agency)

As a part of the State of California's FY 2011-12 budget, redevelopment agencies across the State were eliminated. The City of Concord is now the fiduciary agency for the Successor Agency, which is responsible for winding down operations and property held by the former Redevelopment Agency. The Concord City Council

does not approve the Successor Agency budget; however, the agency does provide funds to reimburse the City for personnel and other administrative costs. The Successor Agency budget for FY 2014-15 has not been finalized; however the current version includes \$250,000 in personnel and administrative reimbursement to the City. These reimbursements are applied to the Finance and Community & Economic Development departments. The activities of the Successor Agency are shown in the “Fiduciary” section of the budget document (pages 284-285).

4. MEASURE Q OVERSIGHT COMMITTEE FINDINGS

The Measure Q Citizens’ Oversight Committee reviewed the FY 2014-15 Proposed Operating Budget and 10-Year Forecast and found that it is consistent with the principles adopted with the decision to place Measure Q on the ballot in 2010. The Oversight Committee has found that:

- The FY 2012-13 Annual Audit reflects that Measure Q funds were collected and appropriately spent.
- The City’s proposed General Fund budget for Fiscal Year 2014-15 protects the City’s core services.
- The City’s proposed General Fund Budget for Fiscal Year 2014-15 rebuilds the City’s reserves.
- The City’s proposed General Fund budget provides for a status quo level of service, however, expenditures increase and the City continues to rely on Measure Q revenue and reserves to support the services relied on by the community. Further, the Committee stressed that “unless significant actions are taken...the expiration of Measure Q in March 2016, will once again cause the City to rely on the use of reserves to fund on-going operations—causing the City’s reserve levels to deplete over the long-term.”

A copy of the Measure Q Citizens’ Oversight Committee report to the City Council is attached to this budget memo (Attachment 2) and the chair of the Committee is expected to address the Council at the Council’s budget study session.

CONCLUSION

Measure Q has helped our City to stay solvent, maintain services and rebuild reserve funds during one of the worst economic times of our day. For the past two decades, the State of California has taken more than \$78 million from the City, and these takeaways have had their toll. Measure Q has assisted the City with providing a guaranteed source of local funding for essential city services constituents rely on, and the State of California can’t take away.

This year's proposed budget and 10-year fiscal model emphasize the importance of Measure Q revenue in supporting essential city operations. The sobering news is that Measure Q is set to expire soon; but Concord's fiscal recovery is projected to take much longer. This results in the need to make significant cuts to services in future years (once Measure Q revenue is no longer received). Additionally, the ongoing constraints on the budget are preventing the City from adequately investing in the maintenance of the City's infrastructure—without additional investment the community will continue to experience a decrease in the quality of its roadways, sports fields, parks and community centers.

Consequently, the Council and the community have tough decisions ahead—begin planning for significant service reductions or maintain current, quality, service levels with the support of the community by extending an existing tax. In order to better understand the community's desires, Council has tasked staff with outreaching to the community on the City's responsible use of Measure Q revenues and the City's long-term financial forecast.

Concord's Mission Statement states: *Our Mission is to join with our community to make Concord a City of the highest quality. We do this by providing responsive, cost effective and innovative local government services.* This remains the organization's mission and with the Council's continued leadership; employee support, creativity and hard work; and the Concord community's support and partnership, I have no doubt that we will continue to be successful in achieving our mission.

Respectfully submitted,

A handwritten signature in black ink that reads "Valerie J. Barone". The signature is written in a cursive style with a large, stylized "B" for the last name.

Valerie J. Barone
City Manager

City of Concord

May 13, 2014

TO: Honorable Mayor and Councilmembers

FROM: Measure Q Oversight Committee - Guy Bjerke, Chair;
Richard Eber, Vice Chair; Norm Freitas, Bill Gram-Reefer; Beri Kasper;
Dr. Harmesh Kumar; Rosanne Nieto

**SUBJECT: Measure Q Oversight Committee's Review of the FY 2012-13 Audit and
Evaluation and Report on the City's Proposed Use of Measure Q Revenues in
the Fiscal Year 2014-15 General Fund Budget**

The Measure Q Oversight Committee (Committee) met on February 26, 2014 to review the Fiscal Year (FY) 2012-13 Comprehensive Annual Financial Statement (CAFR), which includes the annual audit. At this meeting, the Committee also heard a presentation from staff on the City's long-term post-employment liabilities and infrastructure backlog.

Subsequently, the Committee met on April 9, 2014 and April 16, 2014 to review and evaluate the FY 2014-15 preliminary General Fund budget and 10-year financial forecast. The purpose of these meetings was to obtain an understanding of the preliminary budget in order to advise the Council as to whether Measure Q revenues are proposed to be spent in a manner consistent with what the voters were told during the election process: to protect core services, re-build the City's reserves, and provide more time for the City to address its on-going structural budget deficit.

The Committee has made the following findings with regard to its charge in oversight of the tax:

1. Does the FY 2012-13 Annual Audit reflect that the Measure Q tax was collected and appropriately spent?

At the February 26 meeting, the Committee determined that the presentation of the Measure Q Use and Transaction Tax in the financial statements (pages x, 15, 27, 29 and 45 of the CAFR) reflect the collection of the tax appropriately.

The Committee finds that usage of Measure Q tax revenue (\$10.6 million) was identified clearly in the annual audit (pages x, 15, 27, 29 and 45 of the CAFR). Further the Committee finds that \$5.4 million of Measure Q tax revenue went to maintain City services and the remaining \$5.2 million went into the City's reserve. Consequently, the Measure Q Committee concludes that the tax was collected and appropriately utilized.

2. Does the City's proposed General Fund Budget for Fiscal Year 2014-15 protect the City's core services?

The proposed budget estimates the collection of \$11.6 million in Measure Q revenue during the 2014-15 fiscal year and continues the City's practice, which is supported by this Committee, to use a portion of the annual Measure Q revenue to fund operations, while also allocating a portion to strengthen reserves. Of the projected Measure Q revenues for FY 2014-15, \$8.0 million will be used to maintain the City's services, including public safety, parks and recreation, infrastructure maintenance, and internal operations. In addition, the remaining \$3.6 million is allocated to reserves. Because Measure Q revenues are available no significant cuts to services are being proposed in the FY 2014-15 budget; therefore, all core services are being protected.

Consequently, the Committee finds that the use of Measure Q revenue in the FY 2014-15 budget protects the City's core services.

3. Does the City's proposed General Fund Budget for Fiscal Year 2014-15 rebuild the City's reserves?

The Committee finds that the proposed General Fund budget for FY 2014-15 rebuilds the City's reserves. The City expects a total of \$11.6 million in Measure Q revenue in FY 2014-15. Of this amount, \$3.6 million will be placed in reserves to help stabilize the City's budget in future years. The total Measure Q reserve at the end of FY 2014-15 is projected to be \$12.3 million; this reserve, when combined with the City's 15% General Fund reserve, results in a total City Reserve of unallocated funds of \$22.6 million or 28% of the budget.

Further, the proposed 10-year financial forecast illustrates that Measure Q has been successful in continuing to rebuild reserves. However, this Committee would like to express its concern that the City's annual spending continues to be more than its annual recurring revenues. While Measure Q has and continues to cover the shortfall, Measure Q is set to expire in March 2016 and the City must take future actions to stabilize the budget.

4. Does the City's proposed General Fund Budget for Fiscal Year 2014-15 make progress toward resolving the City's structural budget deficit within the next 10-years?

The Committee finds that, while the proposed General Fund budget provides for a status quo level of service, the expenditure budget grows by \$2.3 million and the City's reliance on Measure Q revenue increases by approximately \$1.8 million to maintain service levels. In total, the proposed budget uses approximately 70% of the

projected FY 2014-15 Measure Q revenue to fund operations and the remaining amount will be allocated to the Measure Q reserve.

The Committee is concerned that, although the City is experiencing some revenue growth as the economic recovery continues, the recovery has been slow and the City will continue to rely on Measure Q revenue and reserves. Unless significant actions are taken, the Committee is also concerned that the expiration of Measure Q in March 2016 will once again cause the City to rely on the use of reserves to fund on-going operations – causing the City's reserve levels to deplete over the long-term.

In anticipation of Measure Q expiring, the 10-year financial forecast includes unidentified budget cuts in the amount of \$4.0 million to be phased in beginning in FY 2015-16. However, even with \$4.0 million in budget cuts, projected revenues without Measure Q are not sufficient to address deferred infrastructure needs and other liabilities.

The Committee recognizes that significant work has been done over the last 12 months to transparently identify the magnitude of the unfunded liabilities and infrastructure maintenance challenges that face the City. Further, the Committee finds that the 10-year financial forecast includes costs for unfunded liabilities and infrastructure needs – something that was omitted from prior forecasts and highlighted by this Committee.

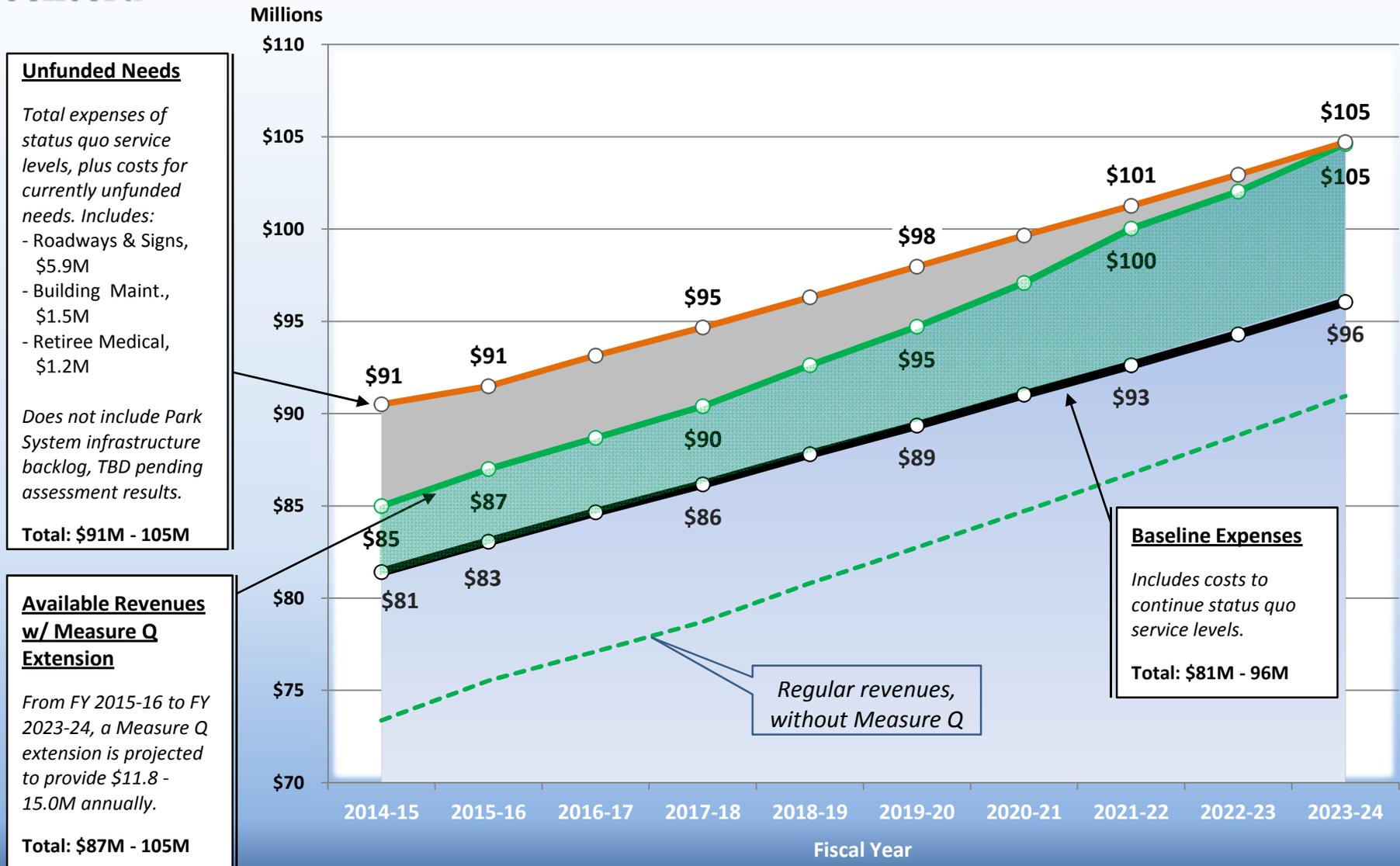
The Committee concurs that it makes sense to minimize service reductions while Measure Q is being collected from tax payers to preserve City services; however, the Committee also recognizes the significance of the challenges and urges the City Council and City management to develop a clear roadmap to stabilize the General Fund budget.

Conclusion

The Committee continues to encourage the City staff to think creatively to further enhance efficiencies, reduce spending and raise revenues and to present those solutions to the City Council. The Committee thanks the City Council for the opportunity to comment and make recommendations on the use of Measure Q revenue.



Sample General Fund 10-Year Forecast, Projecting the Impact of a Measure Q Extension



Unfunded Needs

Total expenses of status quo service levels, plus costs for currently unfunded needs. Includes:

- Roadways & Signs, \$5.9M
- Building Maint., \$1.5M
- Retiree Medical, \$1.2M

Does not include Park System infrastructure backlog, TBD pending assessment results.

Total: \$91M - 105M

Available Revenues w/ Measure Q Extension

From FY 2015-16 to FY 2023-24, a Measure Q extension is projected to provide \$11.8 - 15.0M annually.

Total: \$87M - 105M

Baseline Expenses

Includes costs to continue status quo service levels.

Total: \$81M - 96M

Regular revenues, without Measure Q

This projection assumes the General Fund maintains a 25-30% annual reserve.

List of changes to the Proposed FY 2014-15 Budget Since the May 13, 2014 Workshop

GENERAL FUND

- Addition of \$122,000 to augment Concord's Economic Vitality Strategy by increasing the Economic Development Program's marketing budget from \$40,000 to \$162,000. This initiative was supported by Council at the May 13, 2014 Budget Workshop as a proactive effort to promote Concord and help bring jobs and businesses to the City.
- A decrease of \$66,613 in the Community and Economic Development Department's Building Program to reflect a reduction of 2,000 part-time hours to offset, along with operating reductions, the addition of one full-time Permit Center Technician position and one Building Inspection Supervisor position that are included in the Proposed FY 2014-15 Budget. Although the addition of the two positions and the reductions in operating expenditures were included in the Proposed Budget, the reduction in part-time hours was not included.
- A decrease of \$84,378 in Police Field Operations to remove a Community Service Officer position that was included in the proposed budget in place of a Recycling Theft Prevention Specialist position, which is funded by a grant from Concord Disposal Services. Therefore, this position was mistakenly funded twice and this adjustment corrects that error.
- Addition of \$4,050 in the Parks Maintenance Division of Public Works for utility costs related to the installation of new satellite computer workstations in various facilities throughout the City. The workstations allow field staff to utilize basic technology such as timecards and email without traveling to the Public Works Corporation Yard; eventually the enhanced asset management software under development will provide for electronic completion of work orders as well. Installation of the workstations was funded by a prior capital improvement project.
- A decrease of \$17,654 related to changes in Public Works part-time staff as described below.

Various Funds relating to Public Works Part-time staff(General Fund, Gas Tax and Building Maintenance)

- Increase of total Part-time personnel budget in the Public Works Department by \$100,729 to equal the adopted part-time personnel budget for the current FY 2013-14 of \$964,397. The proposed budget includes a total of \$863,668 for part-time and contract staff support. This was structured as follows:
 - \$91,304 (or 5,726 hours) for part-time personnel in the Park and Landscape Maintenance Programs No. 5700, 5710, and 5720 (General Fund)
 - \$772,364 for contractual costs related to the new Workers.com agreement for contract labor services (General Fund)

However, the proposed budget should include part-time and contractual labor support as follows:

- \$91,304 (or 5,726 hours) for part-time personnel in the Park and Landscape Maintenance Programs No. 5700, 5710, and 5720 (General Fund)
- \$726,933 for contractual costs related to the new Workers.com agreement for contract labor services, a reduction of \$45,431 (General Fund)
- \$3,202 (or 187 hours) in the Signs & Markings Program (General Fund)
- \$89,790 (or 6,333 hours) in the Street Maintenance Program (Gas Tax)
- \$28,593 (or 1,400 hours) in the Building Maintenance Program (Building Maintenance Fund)
- \$24,575 (or 1,600 hours) in the Graffiti Removal Program (General Fund)

These items total \$964,397 for part-time and contract staff support in the Public Works Department, which is the same as the current FY 2013-14 adopted budget.

Housing Conservation Fund

- A \$40,000 increase to the Housing Conservation fund to pay for consulting services providing by Hello Housing related to the processing of affordable housing loans. This task was previously filled by a Senior Planner who was reprogrammed to the General Fund to support regular Advanced Planning activities in response to workload increases.

Concord Pleasant Hill Health Care District

- A decrease of \$44,598 in the Concord Pleasant Hill Health Care District due to a change in part-time staffing, including the elimination of 1,980 part-time staff hours that were allocated for transition activities related to shifting administration of the District to the City in the prior fiscal year. These transition activities are now complete.
- An increase of \$65,393 related to the use of fund balance as a one-time allocation as part of the Health Care District's FY 2014-15 grant funding cycle. This allocation was approved by Council on May, 27, 2014.

Total adjustments related to the above changes are listed below.

General Fund: -\$42,595

Housing Conservation Fund: \$40,000

Building Maintenance Fund: \$89,790

Gas Tax Fund: \$28,593

Concord Pleasant Hill Health Care District: \$20,795

**BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA**

**A Resolution Amending Exhibit A to Resolution No.
78-6042 (Establishing Fees and Charges for Various
Municipal Services in the City of Concord)**

Resolution No. 14-6042.1

WHEREAS, the City Council provides a variety of municipal services; and

WHEREAS, the City Council adopted Resolution No. 78-6042 on October 9, 1978,
establishing a master resolution within which various municipal fees and charges would be located;
and

WHEREAS, amendments to Exhibit “A” to said resolution are necessary to establish or delete
various fees; and

WHEREAS, the Director of Finance has recommended that the City Council approve an
amendments to certain fees which are currently set forth in Exhibit “A” to Resolution No. 78-6042;
and

WHEREAS, the City Council, at its meeting of June 3, 2014, received a report from the City
Manager identifying the need for such changes; and

WHEREAS, the City Council held public hearings on June 3, 2014, and June 24, 2014, at
which time any and all members of the public were afforded an opportunity to address the City
Council regarding this matter; and

WHEREAS, upon close of the public hearings, the City Council deliberated upon the
information received during the course of the public hearings.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES
RESOLVE AS FOLLOWS:**

Section 1. Sections A through F of Exhibit “A” to Resolution No. 78-6042 are amended as
recommended.

Section 2. The new fees established by this resolution shall become effective on July 1, 2014,
except those designated otherwise. Any changes to Developer Impact Fees will become effective 60
days from the date of adoption.

EXHIBIT A

**Amendments to the Master Fees and Charges
EXHIBIT A. RESOLUTION 78-6042
FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

CONTENTS

Changes in Personnel Charges

| Job Code | Description | Current Base Rate* | Proposed Base Rate | Current Productive Rate** | Proposed Productive Rate |
|-----------------|--------------------------------------|---------------------------|---------------------------|----------------------------------|---------------------------------|
| 4155 | Account Clerk III | \$38.20 | <u>\$38.62</u> | \$54.09 | <u>\$54.67</u> |
| 3530 | Accountant II | 60.61 | <u>63.86</u> | 85.81 | <u>90.42</u> |
| 4153 | Accounts Payable Team Leader | 49.85 | <u>42.40</u> | 70.57 | <u>60.03</u> |
| 4586 | Administrative Clerk II | 39.55 | <u>40.70</u> | 58.16 | <u>59.85</u> |
| 4584 | Administrative Clerk III | 39.43 | <u>40.62</u> | 58.24 | <u>59.99</u> |
| 3711 | Administrative Coordinator | 54.59 | <u>57.55</u> | 80.63 | <u>84.99</u> |
| 4570 | Administrative Secretary | 47.09 | <u>46.48</u> | 69.17 | <u>68.26</u> |
| 2315 | Administrative Services Manager | 82.97 | <u>86.97</u> | 122.55 | <u>128.45</u> |
| <u>1707</u> | <u>Assistant City Attorney</u> | | <u>109.81</u> | | <u>159.59</u> |
| 1712 | Assistant City Manager | 152.57 | <u>154.13</u> | 216.08 | <u>218.30</u> |
| 3114 | Assistant Engineer | 66.75 | <u>62.40</u> | 98.59 | <u>92.16</u> |
| 3113 | Associate Civil Engineer | 74.69 | <u>76.67</u> | 110.32 | <u>113.23</u> |
| 3132 | Associate Planner | 65.39 | <u>63.06</u> | 96.58 | <u>93.14</u> |
| 4760 | Automotive Parts Worker | 30.28 | <u>30.28</u> | 44.72 | <u>48.36</u> |
| 2324 | Budget Officer | 97.25 | <u>100.92</u> | 137.69 | <u>142.88</u> |
| <u>3375</u> | <u>Building Inspector Supervisor</u> | | <u>72.63</u> | | <u>107.27</u> |
| 3374 | Building Inspector | 62.86 | <u>62.95</u> | 92.84 | <u>92.98</u> |
| 3140 | Building Plans Engineer | 79.82 | <u>76.72</u> | 117.89 | <u>113.31</u> |
| 9531 | Camp Director | 43.49 | <u>49.72</u> | 64.22 | <u>73.43</u> |
| 9018 | Camp Facility Specialist | 30.98 | <u>37.46</u> | 45.75 | <u>55.33</u> |
| 4755 | Central Storekeeper | 36.69 | <u>39.71</u> | 51.95 | <u>56.23</u> |
| 2130 | Chief Building Official | 114.01 | <u>118.20</u> | 168.39 | <u>174.58</u> |
| 1720 | Chief of Police | 151.10 | <u>165.34</u> | 223.17 | <u>244.20</u> |
| 1705 | City Attorney | 144.63 | <u>152.58</u> | 210.19 | <u>221.74</u> |
| 1321 | City Clerk | 79.46 | <u>84.71</u> | 112.54 | <u>119.98</u> |
| 2120 | City Engineer | 110.52 | <u>117.57</u> | 163.24 | <u>173.65</u> |
| 1521 | City Manager | 183.55 | <u>174.86</u> | 259.97 | <u>247.65</u> |
| 3376 | Code Enforcement Officer | 54.97 | <u>54.02</u> | 81.18 | <u>79.79</u> |
| 2334 | Community Relations Manager | 80.46 | <u>79.83</u> | 113.94 | <u>113.06</u> |
| 7126 | Community Service Officer | 40.26 | <u>41.97</u> | 59.47 | <u>61.99</u> |
| 9546 | Concord Reuse Project Director | 122.31 | <u>134.15</u> | 180.64 | <u>198.13</u> |

REDLINE VERSION OF 14-6042.1

| | | | | | |
|-------------|--|--------|---------------|--------|---------------|
| 4571 | Confidential Secretary | 51.80 | <u>53.95</u> | 74.93 | <u>78.06</u> |
| 3377 | Construction Inspection Supervisor | 66.72 | <u>70.54</u> | 98.54 | <u>104.19</u> |
| 3354 | Construction Inspector | 53.70 | <u>56.67</u> | 79.31 | <u>83.69</u> |
| 6812 | Custodian | 34.16 | <u>41.92</u> | 50.45 | <u>61.92</u> |
| <u>3759</u> | <u>Deputy City Clerk</u> | | <u>73.52</u> | | <u>104.13</u> |
| 2136 | Development & Housing Manager | 104.84 | <u>109.48</u> | 154.84 | <u>161.69</u> |
| 1733 | Director of Community & Econ Dev | 130.77 | <u>134.86</u> | 193.15 | <u>199.19</u> |
| 1727 | Director of Finance | 120.00 | <u>126.38</u> | 169.90 | <u>178.93</u> |
| 1745 | Director of Human Resources | 130.78 | <u>132.84</u> | 189.23 | <u>192.22</u> |
| 1728 | Director of Information Technology | 132.57 | <u>118.71</u> | 195.79 | <u>175.33</u> |
| 1760 | Director of Parks & Recreation | 127.75 | <u>127.91</u> | 188.68 | <u>188.92</u> |
| 1725 | Director of Public Works | 125.04 | <u>133.24</u> | 184.68 | <u>196.79</u> |
| 3135 | Economic Development Specialist | 69.43 | <u>55.17</u> | 102.54 | <u>81.48</u> |
| 6163 | Environmental Maintenance Technician | 44.90 | <u>46.66</u> | 66.32 | <u>68.92</u> |
| 6412 | Equipment Mechanic | 56.48 | <u>57.11</u> | 83.42 | <u>84.34</u> |
| 4569 | Exec Secretary - Confidential | 55.37 | <u>57.22</u> | 81.79 | <u>84.52</u> |
| 4564 | Executive Assistant - Council/City Manager | 61.37 | <u>63.99</u> | 86.92 | <u>90.63</u> |
| 2710 | Facilities Maintenance Manager | 100.74 | <u>104.67</u> | 148.79 | <u>154.60</u> |
| 6542 | Facilities Maintenance Technician | 49.91 | <u>50.43</u> | 73.72 | <u>74.48</u> |
| 2322 | Financial Operations Manager | 100.53 | <u>76.58</u> | 142.34 | <u>108.42</u> |
| 7130 | Forensic Specialist I | 42.15 | <u>43.86</u> | 62.26 | <u>64.78</u> |
| 7131 | Forensic Specialist II | 45.51 | <u>48.07</u> | 67.22 | <u>71.00</u> |
| 6722 | General Laborer | 33.96 | <u>36.35</u> | 50.17 | <u>53.68</u> |
| 3754 | GIS Technician | 45.14 | <u>54.74</u> | 66.67 | <u>80.84</u> |
| 4576 | Graphic Designer | 42.09 | <u>43.07</u> | 59.61 | <u>61.00</u> |
| 6314 | Heavy Equipment Operator I | 46.49 | <u>48.84</u> | 68.67 | <u>72.13</u> |
| 6312 | Heavy Equipment Operator II | 51.16 | <u>52.80</u> | 75.56 | <u>77.98</u> |
| 2760 | Horticultural Advisor | 71.69 | <u>74.55</u> | 105.88 | <u>110.11</u> |
| <u>2356</u> | <u>Human Resources Analyst II</u> | | <u>61.77</u> | | <u>89.39</u> |
| <u>4580</u> | <u>Human Resources Specialist</u> | | <u>57.38</u> | | <u>83.02</u> |
| 4585 | Human Resources Technician II | 46.31 | <u>50.23</u> | 67.01 | <u>72.68</u> |
| 2331 | Information Technology Manager | 89.72 | <u>89.39</u> | 132.50 | <u>132.03</u> |
| 2715 | Infrastructure Maint. Manager | 103.28 | <u>104.87</u> | 152.54 | <u>154.89</u> |
| 2307 | Information Technology Analyst | 69.71 | <u>0.00</u> | 102.95 | <u>0.00</u> |
| 6616 | Landscape Gardener | 46.75 | <u>50.90</u> | 69.05 | <u>75.18</u> |
| 6193 | Lead Custodian | 41.42 | <u>42.96</u> | 61.18 | <u>63.44</u> |
| 4351 | Lead Dispatcher | 58.49 | <u>60.47</u> | 86.39 | <u>89.30</u> |
| 6532 | Maintenance Electrician | 62.74 | <u>64.82</u> | 92.67 | <u>95.73</u> |
| 6614 | Maintenance Gardener | 49.72 | <u>50.00</u> | 73.44 | <u>73.84</u> |
| 6522 | Maintenance Painter | 56.12 | <u>58.05</u> | 82.89 | <u>85.74</u> |
| 6115 | Maintenance Team Leader | 56.53 | <u>56.53</u> | 83.50 | <u>86.57</u> |
| 6426 | Maintenance Utility Mechanic | 56.36 | <u>56.36</u> | 83.24 | <u>86.34</u> |
| 6714 | Maintenance Worker I | 36.77 | <u>36.77</u> | 54.32 | <u>56.29</u> |
| 6712 | Maintenance Worker II | 43.19 | <u>43.19</u> | 63.79 | <u>67.08</u> |
| 3702 | Microcomputer Coordinator | 51.81 | <u>54.54</u> | 76.51 | <u>80.55</u> |
| 4565 | Paralegal | 57.74 | <u>59.99</u> | 83.90 | <u>87.18</u> |

REDLINE VERSION OF 14-6042.1

| | | | | | |
|-------------|---|--------|---------------|--------|---------------|
| 9556 | Parking Services Officer | 35.71 | <u>36.09</u> | 52.75 | <u>53.30</u> |
| 6168 | Parks Lead Worker | 50.24 | <u>51.88</u> | 74.20 | <u>76.62</u> |
| 2723 | Parks Program Manager | 94.07 | <u>92.95</u> | 138.93 | <u>137.28</u> |
| 4158 | Payroll Specialist | 48.79 | <u>52.41</u> | 69.07 | <u>74.20</u> |
| 4160 | Payroll Technician | 52.01 | <u>49.39</u> | 73.63 | <u>69.92</u> |
| 3341 | Permit Center Technician I | 36.41 | <u>42.83</u> | 53.77 | <u>63.26</u> |
| 3343 | Permit Center Technician III | 53.61 | <u>51.80</u> | 79.17 | <u>76.51</u> |
| 2123 | Planning Manager | 95.92 | <u>101.97</u> | 141.67 | <u>150.60</u> |
| 2921 | Police Captain | 163.85 | <u>171.02</u> | 242.01 | <u>252.59</u> |
| 4352 | Police Dispatcher I | 41.73 | <u>50.64</u> | 61.63 | <u>74.80</u> |
| 4353 | Police Dispatcher II | 51.62 | <u>52.84</u> | 76.25 | <u>78.03</u> |
| 2923 | Police Lieutenant | 143.14 | <u>142.09</u> | 211.40 | <u>209.86</u> |
| 7115 | Police Officer | 83.90 | <u>86.22</u> | 123.91 | <u>127.34</u> |
| 2332 | Police Records Manager | 60.07 | <u>64.31</u> | 88.71 | <u>94.98</u> |
| 7114 | Police Sergeant | 107.65 | <u>111.32</u> | 158.99 | <u>164.42</u> |
| 2132 | Principal Planner | 86.46 | <u>82.54</u> | 127.70 | <u>121.90</u> |
| 2337 | Printing Services Supervisor | 64.64 | <u>66.88</u> | 91.54 | <u>94.72</u> |
| 3630 | Program Assistant | 45.00 | <u>48.43</u> | 66.46 | <u>71.53</u> |
| 9008 | Program Coordinator | 44.38 | <u>56.31</u> | 65.55 | <u>65.55</u> |
| 2520 | Program Manager | 75.03 | <u>77.75</u> | 110.81 | <u>114.83</u> |
| 3701 | Programmer | 49.02 | <u>51.33</u> | 72.40 | <u>75.81</u> |
| 6114 | Public Works Lead Worker | 52.53 | <u>55.19</u> | 77.58 | <u>81.51</u> |
| 2360 | Purchasing Agent | 90.53 | <u>80.26</u> | 128.16 | <u>113.63</u> |
| 6113 | PW Lead Worker-Infrastructure Maintenance | 52.93 | <u>54.36</u> | 78.17 | <u>80.29</u> |
| 5140 | Recreation Program Aide | 36.27 | <u>38.13</u> | 53.57 | <u>56.31</u> |
| 3640 | Recreation Program Coordinator | 57.26 | <u>54.72</u> | 84.57 | <u>80.81</u> |
| 9548 | Reuse Project Executive Assistant | 49.01 | <u>51.82</u> | 72.39 | <u>76.54</u> |
| 4159 | Revenue Generation Team Leader | 53.52 | <u>55.46</u> | 75.77 | <u>78.52</u> |
| 2311 | Senior Administrative Analyst | 71.84 | <u>76.90</u> | 106.10 | <u>113.58</u> |
| 1706 | Senior Assistant City Attorney | 127.18 | <u>131.82</u> | 184.82 | <u>191.57</u> |
| 2150 | Senior Civil Engineer | 86.06 | <u>89.28</u> | 127.11 | <u>131.87</u> |
| <u>9543</u> | <u>Senior Crimes Analyst</u> | | <u>58.87</u> | | <u>86.95</u> |
| <u>2338</u> | <u>Senior Financial Analyst</u> | | <u>85.31</u> | | <u>120.78</u> |
| 2352 | Senior Human Resources Analyst | 70.84 | <u>78.29</u> | 102.51 | <u>113.29</u> |
| 6120 | Senior Maintenance Team Leader | 57.07 | <u>59.54</u> | 84.29 | <u>87.94</u> |
| 3130 | Senior Planner | 71.36 | <u>73.58</u> | 105.40 | <u>108.67</u> |
| 3703 | Senior Programmer Analyst | 55.99 | <u>57.44</u> | 82.70 | <u>84.84</u> |
| 6510 | Senior Traffic Signal Technician | 67.50 | <u>69.45</u> | 99.69 | <u>102.58</u> |
| 6324 | Sweeper Operator | 49.52 | <u>51.30</u> | 73.14 | <u>75.76</u> |
| 2327 | Systems & Programming Manager | 70.88 | <u>66.34</u> | 104.68 | <u>97.99</u> |
| 6511 | Traffic Signal Technician | 49.67 | <u>49.47</u> | 73.37 | <u>73.07</u> |
| <u>6509</u> | <u>Traffic Signal Trainee</u> | | <u>43.76</u> | | <u>64.63</u> |
| 2118 | Transportation Manager | 109.46 | <u>116.06</u> | 161.66 | <u>171.41</u> |
| 2151 | Transportation Program Manager II | 95.85 | <u>95.85</u> | 141.56 | <u>147.09</u> |
| 4150 | Treasury Technician | 42.00 | <u>43.52</u> | 59.46 | <u>61.61</u> |
| 6166 | Tree Lead Worker | 50.63 | <u>51.85</u> | 74.78 | <u>76.59</u> |

| | | | | |
|------|---------------------------|-------|-------|-------|
| 9557 | Vehicle Abatement Officer | | 33.33 | 49.23 |
| 3705 | Web Coordinator | 54.14 | 50.26 | 79.96 |

* The Base Rate is an hourly rate that gives the direct cost of an employee. It is calculated by dividing an employee's total compensation by total annual hours (2080 hours).

** The Productive Rate is an hourly rate that factors in productivity assumptions and department overhead costs to more accurately reflect the true cost of an employee. It is calculated by adding an employee's productive rate (total compensation divided by total productive hours), with the hourly departmental cost allocation charge.

Amendments Due to CPI Changes (+2.8%)

| | Current Fee | Proposed Fee |
|---|-------------|-----------------|
| A. ADMINISTRATIVE FEES | | |
| 1. Agendas for Public Meetings | | |
| a. Mailing subscription for agendas regularly produced two times or more per month: | | |
| 1) Annual fee (7-1-14) | \$102.00 | <u>\$105.00</u> |
| 2) One-half year fee (7-1-14) | 54.00 | <u>56.00</u> |
| b. Mailing subscription for agendas regularly produced less than two times per month: | | |
| 1) Annual fee (7-1-14) | 48.00 | <u>49.00</u> |
| 2) One-half year fee (7-1-14) | 27.00 | <u>28.00</u> |
| 2. Appeals to City Council | | |
| a. Appeals requiring public notice (CMC 2-52) (7-1-14) | 138.00 | <u>142.00</u> |
| Plus Public Notification fee | | |
| b. Appeals where public notice is not required (CMC 2-53) (7-1-14) | 48.00 | <u>49.00</u> |
| 4. City Employee Services – Special Events Blended Rates (P&P No. 143) | | |
| a. Public Works – Maintenance | 86.77 | <u>91.19</u> |
| b. Police Officer | 141.98 | <u>146.02</u> |
| 6. Copies of Public Records/Information | | |
| b. Print from microfilm (each print) (7-1-14) | 2.90 | <u>3.00</u> |
| c. Print copy of public record – oversized page exceeding 11”x17” such as maps, drawings, plans, etc. | | |
| 1) Each page (7-1-14) | 38.00 | <u>39.00</u> |
| Or | | |
| Actual cost (7-1-09) | | |
| d. Extract of document and certification (each page) (7-1-14) | 4.00 | <u>4.00</u> |
| f. Budget (Vol. I and II), Capital Improvement Program, and Annual Financial Report (per copy) (7-1-14) | 84.00 | <u>86.00</u> |
| 7. Housing Rehabilitation Loan Fees | | |
| a. Loan Origination Fee (7-1-14) | 85.00 | <u>87.00</u> |
| 13. Rental of Television Facilities (City Council Chamber) | | |
| a. For activities not related to the City of Concord | | |
| 1) First hour (7-1-14) | 168.00 | <u>173.00</u> |
| 2) Each additional hour or fraction thereof (7-1-14) | 84.00 | <u>86.00</u> |
| 17. Subpoena and Summons | | |

| | | |
|---|-------|--------------|
| h. Witness Fees per Government Code Section 68096.1. If a City employee is subpoenaed to appear at a deposition or in court, payment is required for that employee's actual salary plus benefits for the time spent away from the employee's regular duties, including travel and preparation time. A deposit is required in advance (per day) (7-1-06) | | |
| Plus mileage (per mile) (7-1-14)..... | .565 | <u>.56</u> |
| 18. Audio/Visual Reproduction | | |
| a. Copy of CD/DVD (per disk) (7-1-14) | 24.00 | <u>25.00</u> |

Changes in Taxicab Rates

| | Current Fee | Proposed Fee |
|---|-------------|--------------|
| B. BUSINESS, PROFESSIONS AND TRADE FEES | | |
| 7. Public Motor Vehicle Permits | | |
| c. Taxicab Rates (CMC 118-88(d)) | | |
| 1) Drop fee (7-1-14)..... | 2.80 | <u>3.05</u> |
| 2) Each 1/10 mile thereafter (7-1-14)..... | 0.280 | <u>0.300</u> |
| or | | |
| Each mile thereafter | 2.80 | <u>3.00</u> |
| 4) Waiting time, traffic delay per every 36 seconds (7-1-14)..... | 0.280 | <u>0.300</u> |
| 5) Waiting time, traffic delay per hour (7-1-14)..... | 28.00 | <u>30.00</u> |

Amendments Due to Changes in the Building and Construction Cost Index for San Francisco (+4.9%)

| | Current Fee | Proposed Fee |
|---|-------------|-------------------|
| D. PERMIT CENTER FEES | | |
| 14. Drainage Area Fee – City | | |
| (see Figure 1 on page Error! Bookmark not defined.) | | |
| a. Area 5 (per acre) (7-1-14)..... | \$2,178.00 | <u>\$2,285.00</u> |
| b. Area 7 (per acre) (7-1-14)..... | 3,831.00 | <u>4,019.00</u> |
| c. Area 23/24 (per acre) (7-1-14)..... | 2,709.00 | <u>2,842.00</u> |
| d. Area 50 (per acre) (7-1-14)..... | 4,211.00 | <u>4,417.00</u> |
| e. Area 90 (per acre) (7-1-14)..... | 3,414.00 | <u>3,581.00</u> |
| f. Area 92 (per acre) (7-1-14)..... | 2,417.00 | <u>2,535.00</u> |

Parks & Recreation Changes

| | Current Fee | Proposed Fee |
|--|-------------|---------------|
| C. PARKS AND RECREATION FEES | | |
| 3) ATHLETIC FIELDS | | |
| b. Reserved Use Fee – Resident or Concord Based Non-Profit or School (7-1-08) 4 hour minimum use period on Saturday, Sunday, and holidays (8:00am to noon, noon to 4:00pm or 4:00pm to sunset) | | |
| 1) 1: Non-Profit Youth Programs (per field per hour) | \$7.00 | <u>\$8.00</u> |
| 6) Community Center Rental Fees, Senior Center | | |
| g) <u>Alcohol Permit (7-1-14)</u> | | <u>75.00</u> |

| | Current Fee | Proposed Fee |
|---|-------------|--------------|
| C. PARKS AND RECREATION FEES | | |
| 5) Baldwin Park Bocce Courts | | |
| Weekday Rentals (Available Monday thru Friday 8 a.m.-12 p.m.), Weekend Rentals (Saturday and Sunday 8 a.m. - Dusk) | | |
| d) <u>Bocce equipment (per set) (7-1-14)</u> | | <u>5.00</u> |

Scheduled Revisions to Annual Sewer Service Charges

| Service Type | Current Fee | Proposed Fee |
|---|------------------|-------------------------|
| RESIDENTIAL OWNERS | | |
| 1. Minimum rate for any premises | \$363.00 | <u>\$402.00</u> |
| 2. Each single-family dwelling unit | 363.00 | <u>402.00</u> |
| 3. Each dwelling unit in a multiple dwelling structure | 363.00 per unit | <u>402.00 per unit</u> |
| 4. Mobile Home Park | 363.00 per space | <u>402.00 per space</u> |
| COMMERCIAL OWNERS—Charge based upon quantity of water used in cubic feet | | |
| 1. Minimum rate for any premises | \$363.00 | <u>\$402.00</u> |
| 2. Bowling Alleys | 3.20/100 cu. ft. | <u>3.55/100 cu. Ft.</u> |
| 3. Car Washes | 3.20/100 cu. Ft | <u>3.55/100 cu. Ft.</u> |
| 4. Health Studios and Gymnasiums | 3.20/100 cu. Ft. | <u>3.55/100 cu. Ft.</u> |
| 5. Hospitals--Convalescent | 3.20/100 | <u>3.55/100</u> |

REDLINE VERSION OF 14-6042.1

| | | | |
|---|---|---------------------|-----------------------------------|
| | | cu. Ft | <u>cu. Ft.</u> |
| 6. | Multiple Lodging Structures (hotels, motels and rooming houses) | 3.20/100 cu. Ft | <u>3.55/100</u> <u>cu.Ft</u> |
| 7. | Laundromats and Laundries | 3.20/100 cu. Ft. | <u>3.55/100</u> <u>cu. Ft.</u> |
| 8. | Restaurants | 6.39/100 cu. Ft | <u>7.07/100</u> <u>cu. Ft.</u> |
| | Restaurants with pretreatment facilities approved annually | 3.63/100 cu. Ft. | <u>4.02/100</u> <u>cu. Ft.</u> |
| 10. | All others | 3.63/100 cu. Ft | <u>4.02/100</u> <u>cu. Ft</u> |
| INSTITUTIONAL OWNERS | | | |
| 1. | Minimum rate for any premises | \$363.00 | <u>\$402.00</u> |
| 2. | As defined in Section 110-31, except for Convalescent Hospitals | 3.63/100 cu. Ft | <u>4.02/100</u> <u>cu. Ft</u> |
| INDUSTRIAL OWNERS—Charge based upon quantity of water used and quality of effluent | | | |
| 1. | Minimum rate for any premises | \$363.00 | <u>\$402.00</u> |
| 2. | Flow/Million Gallons | 2817.00 | <u>3119.00</u> |
| 3. | Biochemical Oxygen Demand (B.O.D.) per thousand pounds | 662.00 | <u>733.00</u> |
| 4. | Suspended Solid (S.S.) per thousand pounds | 564.00 | <u>624.00</u> |

**BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA**

**A Resolution Establishing the Appropriation Limit
for the City of Concord for Fiscal Year 2014-2015
Pursuant to California Constitution Article XIII B**

Resolution No. 14-46

WHEREAS, Article XIII B of the California Constitution (Proposition 4) established appropriation limits for cities; and

WHEREAS, Government Code Section 7910 (a portion of the Legislation implementing Proposition 4) requires cities to annually adopt a resolution establishing their appropriation limit; and

WHEREAS, the Director of Finance has made, or caused to be made, calculations in accordance with the provisions of Article XIII B and the implementing legislation to determine the appropriation limit for Fiscal Year 2014-2015; and

WHEREAS, Proposition 111 requires a recorded vote of the Council regarding the limit and the annual adjustment factors selected to calculate it; and

WHEREAS, said calculations were available for public review a minimum of fifteen (15) days prior to the consideration of said calculations by the City Council at its meeting of June 24, 2014.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES RESOLVE AS FOLLOWS:

Section 1. Approves and adopts by reference the calculations prepared by the Director of Finance regarding the appropriation limit for the City of Concord for Fiscal Year 2014-2015. Said calculations are available for public review in the Finance Department of the City of Concord.

Section 2. Finds and determines that the total appropriation limit of Article XIII B, Proposition 111, and implementing State Legislation amounts to \$147,052,905 for Fiscal Year 2014-15. The Council further finds and determines that the annual adjustment factors to be applied to the limit calculation are California Per Capita Income and County of Contra Costa's annual population growth.

Section 3. This resolution shall become effective immediately upon its passage and adoption.

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**BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA**

**A Resolution Establishing the Minimum Threshold
over which City Council Approval is Required in
Accordance with Concord Municipal Code Article
VIII, Sec. 2-644 (a), for Fiscal Year 2014-15**

Resolution No. 14-47

WHEREAS, the City Council approves a number of purchasing agreements during the course of the Fiscal Year; and

WHEREAS, in accordance with Concord Municipal Code Section 2-644(a), the City Council is required to establish the threshold over which a purchase requires City Council approval prior to said purchase; and

WHEREAS, the City Council seeks to establish the minimum threshold over which City Council approval is required for FY 2014-15.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES
RESOLVE AS FOLLOWS:**

Section 1. That purchases and contracts in excess of \$50,000.00 are subject to City Council approval before the execution of said purchase or contract.

Section 2. The purchasing threshold confirmed by this resolution shall become effective on July 1, 2014.

Section 3. This resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Council of the City of Concord on June 24, 2014, by the following vote:

AYES: Councilmembers -

NOES: Councilmembers -

ABSTAIN: Councilmembers -

ABSENT: Councilmembers -

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ATTACHMENT 7

Proposed Amendments to Policy and Procedure No. 129, "Budget and Fiscal Policies"



CITY OF CONCORD

| | |
|-------------------|----------------|
| Number: | 129 |
| Authority: | Council Motion |
| Effective: | 02/02/2009 |
| Revised: | 02/02/2009 |
| Reviewed: | 2009 |
| Initiating Dept.: | FN |

BUDGET AND FISCAL POLICIES

NOTE: POLICIES WILL BE RE-NUMBERED NUMERICALLY, UPON APPROVAL

1. PURPOSE

To guide City budget decisions toward maintaining long-term financial stability, to ensure that basic City services are delivered, and to protect past and future investments in the City's infrastructure and facilities.

2. ADOPTION AND REVIEW

A set of policies were originally adopted in 1995 with the initiation of long-term financial planning for the City. The policies set a course to achieve financial stability. With implementation of the original policies, financial stability for the City has been attained and this document revised to establish a more comprehensive approach to budget and fiscal policies to ensure that the City maintains its financial stability long into the future. Each year at the time the City budget is considered, the City Council shall review the Budget and Fiscal Policies and conduct a review of the proposed budget for consistency with these Budget and Fiscal Policies.

3. POLICIES

3.1 10-Year Financial ~~Planning-Forecasting~~

- 3.11 City Manager will present a budget (Capital and Operating) that is balanced over the 10-year ~~forecasting planning~~ period for all funds.
- 3.12 Utilize the 10-Year ~~Forecast Plan~~ as the basis for making long-range financial planning decisions.
- 3.13 Maintain a contingency and reserves as a percentage of designated operating expenses for the General Fund and the Enterprise funds.
- 3.14 Maintain a capital and operational reserve to address unforecasted needs.
- 3.15 The aggregate of contingencies and reserves shall be 15% of designated operating expenses for the General Fund;
- 3.16 The aggregate total shall be reviewed on an annual basis and shall revert to an aggregate 30% when economic conditions improve.
- 3.17 Develop and maintain a revenue monitoring and forecasting system to assist in trend analysis and revenue forecasting for the 10-year ~~planning~~ period.
- 3.18 Document all assumptions for revenue and expenditure forecasts each year.

~~3.19 Establish a financial plan for the Redevelopment Agency that ensures a positive cash balance at the end of the life of the Agency.~~

3.110 Seek reimbursement for State and Federal mandated programs and projects.

3.111 Conduct periodic audits for sales tax (point-of-sale), franchises and concessions, and transient occupancy tax (TOT).

3.112 Carefully review and discourage grants that may expand or add services without a reliable replacement revenue after the grant period ends.

3.113 Maintain an aggressive collection system for all accounts receivable.

3.114 Be alert to potential development of new revenue sources.

~~3.2 Performance-Based Budgeting (PBB)~~

~~3.21 Establish the PBB as the City Council's service delivery policy document.~~

~~3.22 Establish a PBB that measures service levels, efficiency and effectiveness.~~

~~3.23 Follow the principles of outcome management in utilizing the PBB.~~

~~3.24 Ensure all costs (direct and indirect) are charged against each program budget.~~

~~3.25 Measure work efficiency and effectiveness to ensure an optimal allocation of human and fiscal resources to budget approved services and programs.~~

~~3.26 Ensure all operating programs have measurable performance objectives which identify the service and level of service, and the resources required to accomplish the objectives.~~

~~3.27 Complete year-end reports and audits to measure the work accomplished against what was planned at the beginning of the fiscal year and evaluate future service levels.~~

3.3 Capital Improvement Program (CIP)

3.31 Develop a 10-year plan-forecast for CIP.

3.32 Seek grants for needed capital projects which can offset use of other City funds, which can then be utilized for other needed projects.

3.33 Maintain capital improvements to the level required to adequately protect the City's capital investment and to minimize future maintenance and replacement costs.

3.34 Include resources required to maintain and operate new capital improvements commencing the year the project is completed and continuing through the balance of the 10-Year PlanForecast.

3.35 Ensure capital budgets contain all costs to complete the project (design, right-of-way, construction, inspection, contract management, contingency).

3.36 Ensure all proposed projects in the 10-Year Plan-Forecast have a viable source of funding for both construction and maintenance.

3.37 Fund projects proposed for Enterprise programs by revenues derived from user fees.

3.37 Encourage pay-as-you-go financing of capital improvements where feasible.

3.4 Internal Service Funds

3.41 Maintain Internal Service Funds for Workers' Compensation, Risk Management, Storm Water, Fleet Maintenance and Replacement, Technology Maintenance and Replacement (including all computer/software and communications equipment), Building Maintenance and Replacement, and Miscellaneous/Office Equipment Maintenance and Replacement.

3.42 Maintain a 10-year financial ~~plan~~forecast for all Internal Service Funds.

3.43 Include cost of operation, maintenance and replacement in the 10-year financial ~~forecasts~~plans.

3.44 All costs (operation, maintenance and replacement) associated with each Internal Service Fund will be charged to the appropriate user department.

3.45 Maintain equipment and facilities to the level required to adequately protect the City's investment and to minimize future maintenance and replacement costs.

3.5 Enterprise Funds

3.51 Maintain a 10-year financial ~~plan~~forecast for all Enterprise Funds.

3.52 All costs associated with providing administrative support (finance, personnel, legal, etc.) shall be charged to the appropriate Enterprise Fund.

3.53 Periodically review market driven enterprise operations for partnerships, sponsorships and other mutually beneficial business development opportunities.

3.54 The cost of each enterprise shall be completely offset by user charges and fees derived from the enterprise activity. Costs shall include operating, maintenance, capital, debt service, contingency and administrative costs.

3.55 Periodically review and adjust user fees in order to avoid large one-time fee increases. For Golf the review should include the market established for similar services.

3.56 Periodically review concession agreements, lease agreements and all other revenue generating agreements in order to determine if the City is receiving a return that reflects the market for similar agreements.

3.6 Investment Policies/Financial Practices

3.61 Maintain an Investment Policy consistent with established regulations and guidelines. Said policy is to be reviewed each year by the City Council.

3.62 The Investment Policy shall address safety, liquidity and yield.

3.63 Limit use of debt to minimize future commitment of the fiscal resources of the City and its taxpayers.

3.64 Debt payment should not exceed the anticipated useful life of an improvement, and in no case should it exceed 30 years.

- 3.65 Maintain accounting systems and financial management practices in accordance with generally accepted accounting principles, so as to result in an unqualified opinion from the City's independent auditor.
- 3.7 Review and Adopt a ~~Performance Based~~ Balanced Budget
- 3.71 The budget will be adopted as shown in the operating ~~and Performance Based Budget~~ budget document annually.
- 3.72 Full review of revenue assumptions and preparation of the Capital Improvement Program and Ten-Year ~~Plans~~ Forecasts on all funds will be done annually.
- 3.73 The City Council will hold public hearings and formally approve a budget for the City annually.
- 3.8 Reserve Funds
- 3.81 An aggregate reserve, consisting of operating contingency and reserves, will be established and maintained at a level not less than equal to 15% of the General Fund designated operating expenditures. The contingency and reserve shall be determined to be fully funded when 15% of the General Fund designated operating expenditures can be maintained as the reserve projected balance at the end of each fiscal year and funded within the approved General Fund Ten-Year ~~Plan~~ Forecast.
- 3.82 As economic conditions warrant the 10% operating contingency and the aggregate 20% reserves will be re-instituted.
- 3.83 Reserve funds will have four subaccounts: the Economic Contingency Reserve, the Unforecasted Reserve, the Capital/Maintenance Reserve, and the Benefits Reserve.
- 3.84 Reserve funds will be built and replenished as necessary to maintain full funding of the minimum reserve through regular annual contributions at least equal to 4% of the General Fund operating budget. The City Council will annually review and approve the distribution of reserve contributions among the four subaccounts as part of the budget process.
- 3.85 The City Council may act to override the individual purposes of some or all of the four subaccount reserves in the face of a major economic crisis of calamitous dimensions and draw on reserves to maintain the City's fiscal stability. In such a case the Council will take formal action determining that multiple adverse factors exist that warrant this exceptional use of one or more of the subaccount reserve funds.
- 3.86 The Economic Contingency Reserve is to be made available by Council appropriation to meet unanticipated needs caused by State or Federal redirection of City resources, general economic downturns, or reductions in operating revenues.
- 3.87 The Unforecasted Reserve is to be made available by Council appropriation to continue services if State, Federal or other grant funding sources are lost, and to offset the costs of unanticipated, unfunded governmental mandates.
- 3.88 The Capital/Maintenance Reserve is to be made available by Council appropriation to meet unanticipated, unscheduled and or unprogrammed capital and maintenance needs of City infrastructure and facilities. This reserve is intended to be used for major capital repair where facility failure, unexpected hazards, or destruction of City property has occurred and where repair or replacement is not planned within the established capital, operations or internal replacement funds. The threshold for work

meeting this intent will be the same dollar amount as the threshold set for inclusion of projects in the City Capital Improvement Program.

In exceptional circumstances and where adequate funding sources are not available, the City Council may consider appropriation of Capital/Maintenance Reserve funds for a new capital improvement. When making such an appropriation, the City Council will first determine that the maintenance and operating costs of the new project can be fully supported in the Ten-Year Plan in accordance with Policy 3.33.

- 3.89 The Benefits Reserve Fund is available to support unplanned costs and obligations of existing employment benefits. The Benefits Reserve is not intended for use to enhance benefits negotiated through the collective bargaining process that require City Council approval.

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**BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA**

**A Resolution Adopting the Municipal Budget,
Including a Ten-Year Financial Forecast and the
2014-2015 Capital Improvement Program, Including
a Ten-Year Capital Improvement Forecast, for Fiscal
Year 2014-2015**

Resolution No. 14-48

WHEREAS, the City Manager has recommended a Municipal Budget for Fiscal Year 2014-15 and a Ten-Year Financial Forecast; and

WHEREAS, the City Manager has recommended a Capital Improvement Program Budget for Fiscal Year 2014-15 and a Ten-Year Capital Improvement Plan; and

WHEREAS, at the May 13, 2014 workshop, the City Manager received comment and direction from Council regarding the proposed budget recommendations and strategy; and

WHEREAS, at the June 24, 2014 hearing the Council conducted its final review of the budget; and

WHEREAS, the expenditures provided in said Budget, together with any revisions to it, are within the expenditure limitations imposed by Article XIII B of the California Constitution; and

WHEREAS, the City Manager has recommended amending *Policy & Procedure No. 129, Budget and Fiscal Policies*, which provides the concepts and processes that help protect City resources and long-term fiscal health, to remove references to Performance Based Budgeting and reaffirm all other language; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES
RESOLVE AS FOLLOWS:**

Section 1. The City Council approves the Municipal Budget as modified per Council direction for Fiscal Year 2014-15 and a Ten-Year Financial Forecast submitted by the City Manager as adjusted by adopted City Council budget modifications.

Section 4. The City Council accepts the Planning Commission’s determination that the Fiscal Year 2014-15 Capital Improvement Program Budget complies with the goals and objectives of the General Plan.

Attachment 9

**Detailed description pages for all CIP/TIP/ITP projects in the
Proposed FY 2014-15 budget**
(formatted as an insert to the budget binder)

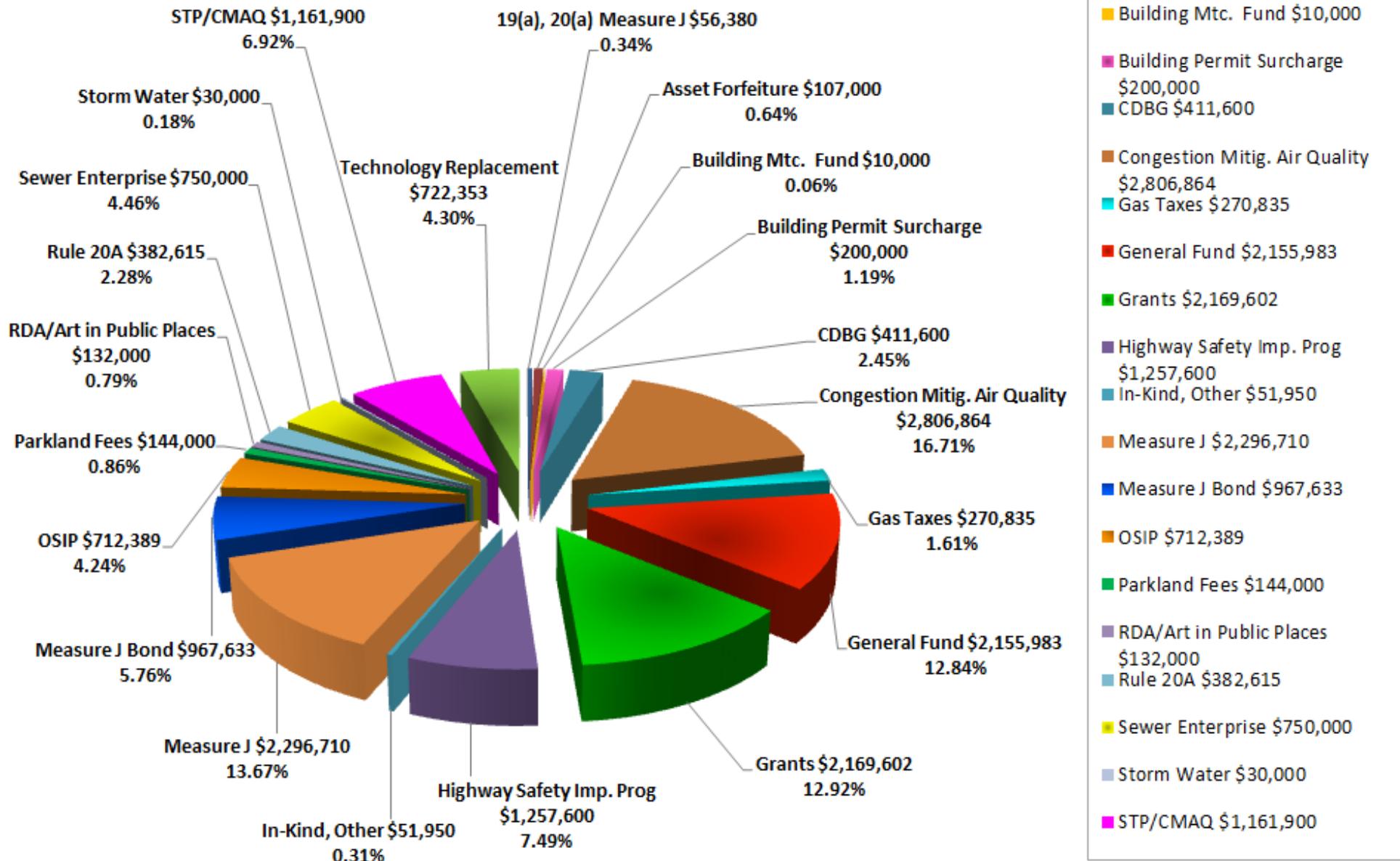
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Meadow Homes Spray Park

The spray park features areas for tots, tweens and teens as well as picnic areas, and a bathhouse. Each of the three areas has a water-related theme, with dolphins and sea creatures in the tot area, a ship mast, and bow of a pirate ship in the tween area, and palm trees with dumping buckets and spray cannons in the teen area. The spray park opened June 15, 2012. The facility was built on the site of the former Meadow Homes pool and was funded through East Bay Regional Park District Measure WW funds, a Healthy Communities grant and Parkland Fees. (Concord Transcript).

Proposed CIP/TIP/ITP Funding Sources 2014-15



**Total All Funding Sources
\$16,797,414**

2014/15 - 2023/24 CIP/ITP/TIP Fund Allocations

| FUND | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | TOTAL |
|--|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Asset Forfeiture Total | \$107,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$107,000 |
| Building Mtc. Fund | \$10,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$82,000 | \$0 | \$0 | \$0 | \$92,000 |
| Building Permit Surcharge Fee (G.F.) | \$200,000 | \$206,000 | \$212,180 | \$218,545 | \$225,102 | \$231,855 | \$238,810 | \$245,975 | \$253,354 | \$260,955 | \$2,292,776 |
| CC Pedestrian, Bicycle & Trail Facilities | \$470,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$470,000 |
| CDBG | \$411,600 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$561,600 |
| CMAQ Congestion Mitigation Air Quality | \$2,806,864 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,806,864 |
| Federal Highway Bridge Program | \$0 | \$1,169,697 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,169,697 |
| Gas Tax | \$70,000 | \$130,000 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$300,000 |
| Gas Tax Prop. 111 | \$150,835 | \$133,909 | \$138,626 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$423,370 |
| Gas Tax Section 2103 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$200,000 |
| General Fund | \$650,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$650,000 |
| General Fund Loan | \$1,505,983 | \$1,200,000 | \$1,100,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$3,805,983 |
| Grant Funds | \$298,000 | \$0 | \$0 | \$2,041,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,339,000 |
| HSIP (Highway Safety Imp. Program) | \$1,257,600 | \$382,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,640,100 |
| In-Kind - City of Concord | \$12,748 | \$12,748 | \$12,748 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$25,496 |
| In-Kind - MCP/ Chavez Center | \$39,202 | \$39,203 | \$39,203 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$78,406 |
| Jobs Access & Reverse Commute (JARC) Grant | \$100,902 | \$60,747 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$60,747 |
| Measure J | \$2,296,710 | \$2,125,504 | \$1,116,922 | \$1,120,429 | \$1,124,042 | \$1,627,763 | \$1,631,595 | \$1,635,544 | \$1,639,610 | \$1,643,798 | \$15,961,917 |
| Measure J 19(a),20 (a) | \$56,380 | \$96,533 | \$157,280 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$310,193 |
| Measure J - Bond (Major Streets) | \$967,633 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$967,633 |
| OSIP Prior Citywide (410) | \$37,389 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$37,389 |
| OSIP Prior Citywide (420) | \$675,000 | \$320,000 | \$290,000 | \$300,000 | \$80,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,665,000 |
| Parkland Fees - Zone A & C | \$144,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$144,000 |
| RDA/Art in Public Places | \$132,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$132,000 |
| Rule 20A | \$382,615 | \$382,615 | \$382,615 | \$382,615 | \$382,615 | \$382,615 | \$382,615 | \$382,615 | \$382,615 | \$382,615 | \$3,826,150 |
| Safe Routes to Transit Grant | \$200,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$200,000 |
| Sewer Enterprise | \$750,000 | \$750,000 | \$1,250,000 | \$4,500,000 | \$3,550,000 | \$3,400,000 | \$2,250,000 | \$2,250,000 | \$2,250,000 | \$2,250,000 | \$23,200,000 |
| Storm Water | \$30,000 | \$30,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$60,000 |
| STP/CMAQ | \$1,161,900 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,161,900 |
| TDA Grant | \$92,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$92,500 |
| Technology Replacement Fund | \$722,353 | \$588,986 | \$1,992,744 | \$1,052,120 | \$703,037 | \$1,851,729 | \$288,655 | \$750,023 | \$567,754 | \$1,528,344 | \$10,045,745 |
| TLC Grant | \$1,008,200 | \$97,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,105,700 |
| Traffic Mitigation Fees | \$0 | \$0 | \$275,500 | \$275,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$551,000 |
| TOTAL | \$16,797,414 | \$7,925,942 | \$7,117,818 | \$9,940,209 | \$6,064,796 | \$7,493,962 | \$4,873,675 | \$5,264,157 | \$5,093,333 | \$6,065,712 | \$76,377,166 |

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CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Centre Concord Movable Walls and Coverings

Project Proponent: Public Works

Project Number: 2182

Project Manager: Engineering

Funding Source(s): Building Mtc. Fund

User Department: Parks and Recreation

District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---------------------------|------------------|------------|------------------------|------------|---------------------|
| | <u>Building Mtc. Fund</u> | <u>CDBG</u> | | | | |
| Prior Year Allocation* | \$302,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$50,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$150,000 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$302,000</u> | <u>\$200,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$502,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace existing wall coverings at Centre Concord and moveable partitions in the ball room. As required by current building codes, the following ADA-compliant upgrades have been added to the project scope during design: restrooms, installation of doors, door openings and adjacent building walkways. Other upgrades include modifications to fire sprinkler heads and other fire code related upgrades.

Service Level: Centre Concord is rented to the community for wedding receptions, reunions and other functions. As such it provides a source of income to the City.

Pertinent Issue: Wall coverings in any facility tend to deteriorate over time and need replacement. Providing a facility that is in first class condition is essential for the generation of rental income.

The project was advertised for bid in April, 2014 but no contractor submitted a bid. The main reasons were due to: the tight construction window (construction was limited to the month of August); conflicts related to fabrication for school projects which require summer construction and completion by September; the long lead time associated with fabrication of the moveable walls and the time required for the sprinkler system adjustments which require contractor coordination with the CCC Fire Protection District. Here are contractor's recommendations when re-bidding the project: increase the bidding period; extend the construction period to a minimum of three months; and schedule construction for the Fall or Winter season to avoid conflicts with school construction projects. Engineering staff will work with

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Recreation staff to coordinate a better construction window, coordinate with the Building Division to address any updated code requirements that apply due to the deferral of construction, confirm funding needs and rebid the project to meet the new construction window.

Based on code requirements, ADA work included in the project description had to be added requiring the need for CDBG funding. If approved, additional funding must be identified and transferred prior to award in order to fund required fire code upgrades.

Need: Maintain City facilities.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$11,000</u> | Design Costs: <u>\$53,260</u> | Construction Costs: <u>\$449,000</u> |
| | Contingency Costs: <u>\$40,200</u> | Other Costs: <u>\$11,000</u> | Total: <u>\$564,460</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Replace Ballroom Carpet at Centre Concord **Project Proponent:** Public Works
Project Number: BG-1207 **Project Manager:** Public Works
Funding Source(s): Building Mtc. Fund **User Department:** Parks and Recreation
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Building Mtc. Fund</u> | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$82,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$82,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$82,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project is a placeholder for the anticipated replacement of carpeting in the ballroom at Centre Concord.

Service Level: Centre Concord is rented to the community for wedding receptions, reunions and other functions. As such it provides a source of income to the City.

Pertinent Issue: Over time, carpeting in any facility deteriorates and needs replacement. Providing a facility that is in first class condition is essential for the generation of rental income.

This project is a spin-off of former project 1752 the Building Management Component Program and it is funded by Building Replacement fees collected annually for this purpose. This project has been spun out for expense tracking purposes.

Need: Maintain City facilities.

Status: New Project Continuing Project

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**Cost Estimate
By Category:**

| | | | | | |
|-----------------------|----------------|---------------|----------------|---------------------|------------------------|
| Administrative Costs: | <u>\$2,000</u> | Design Costs: | <u>\$2,000</u> | Construction Costs: | <u>\$70,000</u> |
| Contingency Costs: | <u>\$5,000</u> | Other Costs: | <u>\$3,000</u> | Total: | <u>\$82,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Todos Santos Plaza Decorative Tree Lighting

Project Proponent: Public Works

Project Number: PW-1504

Project Manager: Justin Ezell

Funding Source(s): RDA/Art in Public Places Building Mtc. Fund

User Department: Public Works

District:

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---------------------------------|---------------------------|------------------------|------------|---------------------|
| | <u>RDA/Art in Public Places</u> | <u>Building Mtc. Fund</u> | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$132,000 | \$10,000 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$132,000</u> | <u>\$10,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$142,000</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace existing decorative tree lights and related appurtenances in twenty-four trees which surround Todos Santos Plaza with LED string lights.

Service Level: The visual project improves the image of Concord and enhances the unique characteristics of the City's downtown. The lighting will make Todos Santos Plaza a more enjoyable place to be while improving public safety.

Pertinent Issue: The project will be funded with bond proceeds designated for Visual and Performing Arts from the former Redevelopment Agency, subject to Successor Agency and the CA Department of Finance approvals.

Need: Existing tree lighting is substandard and mostly inoperable, as well as creating an undesirable image for the City of Concord.

Status: New Project Continuing Project

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| | | | | | | |
|---------------------------------------|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$10,000</u> | Construction Costs: | <u>\$120,000</u> |
| | Contingency Costs: | <u>\$12,000</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$142,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Centre Concord Retaining Wall

Project Proponent: Public Works

Project Number: PW-1505

Project Manager: Alton Baxley

Funding Source(s): Unfunded

User Department: Public Works

District:

| | <u>Unfunded</u> | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-----------------|----------------------|------------|------------|------------------------|------------|---------------------|
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$30,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$30,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$30,000</u> | | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Demolish and replace existing 80' x 30" block retaining wall on the north and west corners of the building.

Service Level: Deters from the buildings appearance and causes potential tripping hazards. Repairs are beyond routine maintenance.

Pertinent Issue: This project will require coordination between surrounding businesses and the Centre's rental schedule.

Need: Autos have backed into the wall over the years, destroying blocks and creating stress cracks which have caused the wall to deteriorate and allow landscape material to migrate onto the road base. Sections of the wall are pushing outward. This project is a recommendation from the City's Safety Committee.

Status: New Project Continuing Project

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| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------|---------------------|------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$30,000</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$30,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Citywide Accessibility Improvements

Project Proponent: Engineering

Project Number: 1284

Project Manager: Engineering

Funding Source(s): CDBG

User Department: Public Works

District: Citywide

| | <u>CDBG</u> | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|------------------|----------------------|------------|------------|------------------------|------------|---------------------|
| Prior Year Allocation* | \$326,560 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | | |
| 2014-15 | \$361,600 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$688,160</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$688,160</u> | | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project is a holding account for the construction of curb ramps and other accessibility improvements throughout the City.

Service Level: Enhances pedestrian access and safety throughout the City.

Pertinent Issue: These funds are used in conjunction with allocated funds from Measure J, CDBG, and other similar funds to design and construct accessibility improvements along City streets. When new projects are identified, funding is transferred for implementation and expenditure tracking purposes.

Need: To maintain and improve the accessibility of the City's sidewalks.

Status: New Project Continuing Project

Cost Estimate By Category: Administrative Costs: \$0 Design Costs: \$0 Construction Costs: \$361,600

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Contingency Costs: \$0 Other Costs: \$0 **Total: \$361,600**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Detention Basin @ CSU
Project Number: 1833
Funding Source(s): General Fund
 Developer Contribution
 Storm Water

Project Proponent: Engineering
Project Manager: Engineering
User Department: Public Works
District: Valley District

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|-------------------------------|---------------------|--------------------|------------|------------------------|---------------------|
| | <u>Developer Contribution</u> | <u>General Fund</u> | <u>Storm Water</u> | | | |
| Prior Year Allocation* | \$50,000 | \$77,794 | \$313,548 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$50,000</u> | <u>\$77,794</u> | <u>\$313,548</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$441,342</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Construct a detention basin at the southwesterly corner of Ygnacio Valley Rd. and Pine Hollow Rd. within the CSU property.

Service Level: Provide a well-maintained creek system.

Pertinent Issue: Over the years, properties along Galindo Creek and Mt. Diablo Creek experienced flooding. In response to the residents' concerns, the City funded an initial assessment of the Galindo Creek and Mt. Diablo Creek area (the Study). The Study recommended repairs along the two creeks and determined that constructing a detention basin at the southwesterly corner of the Ygnacio Valley Road and Pine Hollow Road intersection within the CSU property was feasible and advisable. This project funded the Study and will provide local match for the detention basin and most of the creek repairs within the City's rights-of-way and easements.

In FY 2003-2004, the U.S. Army Corps of Engineers (ACOE) completed a \$100,000 preliminary assessment of the Upper Galindo Creek Detention Basin.

The ACOE's assessment determined that the detention basin would meet requirements for federal funding for design and construction of the basin. However, federal budgets signed since December 2004 did not include funding for the design and construction of the project. Accordingly, the project was on hold.

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Funding for the design and construction is anticipated through the Army Corps' Continuing Authorities Program (CAP) Section 205 (Flood Control Projects). Approximately \$1,315,500 in funding is expected from the CAP, but has not yet been allocated to the project. Additionally, Skyler Estates has contributed \$50,000 in anticipation of the detention basin project. Until the CAP funding is available, there is insufficient funding for construction of the detention basin project.

In April 2008, at the Corps' request, staff reaffirmed the City's need for the project. The Corps informed staff that a feasibility study must be performed by the Corps to determine if the benefits of the project outweigh the costs. The Corps has agreed to pay half the cost of the feasibility study.

The City approached Contra Costa County to assist in funding the feasibility study. As of December 2013, there is approximately \$87,350 remaining in the project to cover project management costs. The County did not allocate funding for the project in 2013 and the project is on hold until matching funds are allocated.

Need: To improve flood protection and address repair needs along Galindo and Mt. Diablo Creeks.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$441,342</u> | Total: | <u>\$441,342</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Mount Diablo Creek Study Area

Project Proponent: Public Works

Project Number: 2237

Project Manager: Engineering

Funding Source(s): Storm Drain 5
Storm Drain 7

User Department: Public Works

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|----------------|------------|------------|------------------------|---------------------|
| | Storm Drain 5 | Storm Drain 7 | | | | |
| Prior Year Allocation* | \$54,121 | \$2,233 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$54,121</u> | <u>\$2,233</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$56,354</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Augment the study by FEMA by reviewing the extended hydrological mapping and modeling analysis of the Mt. Diablo Creek watershed to identify impacts, quantify and assess flood levels, limits, and hazards and propose mitigation projects.

Service Level: Identification of flood levels and hazards will facilitate flood risk assessment and floodplain management, and provide for implementation of flood-related risk mitigation measures and reduce flood-related damage and claims.

Pertinent Issue: Mt. Diablo Creek periodically floods its banks and a portion of the adjacent area is anticipated to be included within the 100-year flood plain. The Reuse Project has proposed mitigation projects that have not included accommodation for the updated FEMA data. Staff will utilize the Reuse consultants to incorporate the new information into these mitigation projects.

Need: FEMA is currently studying the flood hazards along Mt. Diablo Creek within Concord, through the previously unstudied Concord Naval Weapons Station (Reuse Area) to the confluence with Suisun Bay. Depending on the extent of the completed work and included areas, additional focused study may be needed to provide more detailed information or to include omitted areas within the upstream corporate limit to increase resilience to and minimize property damage from flooding.

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Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|-----------------|---------------|-----------------|---------------------|------------------------|
| Cost Estimate | Administrative Costs: | <u>\$16,354</u> | Design Costs: | <u>\$40,000</u> | Construction Costs: | <u>\$0</u> |
| By Category: | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$56,354</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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| | |
|--|--|
| Project Name: Concord Reuse Planning Project Number: 2011 Funding Source(s): MTC Grant Office of Economic Adjustment General Fund Loan See Pertinent Issue | Project Proponent: City Management Project Manager: Mike Wright User Department: Local Reuse Authority District: Citywide |
|--|--|

| | Project Costs | | | | Operating Costs | Cost Savings |
|-------------------------------|---------------------|-------------------------------|--------------------|---------------------|-----------------|--------------|
| | MTC Grant | Office of Economic Adjustment | General Fund Loan | See Pertinent Issue | | |
| Prior Year Allocation* | \$990,000 | \$5,876,232 | \$1,217,000 | \$9,169,382 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$1,505,983 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$1,200,000 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$1,100,000 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$990,000</u> | <u>\$5,876,232</u> | <u>\$5,022,983</u> | <u>\$9,169,382</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$21,058,597</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project will develop transactional analyses and implementation planning.

Service Level: Community based planning of the CNWS is leading to successful amendment of the Concord 2030 General Plan and will deliver broad benefit to the region, resulting in development on the site that is financially self-supportive and that will improve Concord's overall quality of life.

Pertinent Issue: On November 9, 2005, the CNWS was approved for closure. In FY 2006-07, the City, acting as the Local Redevelopment Authority, retained a consultant team, appointed a Citizens Advisory Committee, and initiated the Reuse Planning process. In FY 2009-10, the City Council designated a preferred alternative for review under CEQA and approved a homeless assistance plan.

In FY 2010-2011 the LRA adopted a reuse plan and approved a homeless assistance plan as required by the Base Realignment and Closure Act. These documents were sent forward for use by the Department of the Navy (DON) for various environmental compliance studies required under Federal Law. In FY 2011-2012 the LRA adopted an implementing Area Plan and amended the Concord 2030 General Plan. This was a first but major step in entitlement of the property.

The LRA staff is now preparing legal and planning documents required by BRAC that will serve to guide

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and control real property transfers and commencement of development. The LRA is anticipating that the DON will be ready for conveyance of the land to the LRA and others in late in calendar year 2015 or early 2016.

The federal Office of Economic Adjustment (OEA) has been a strong funding source for the LRA since 2006 and is expected to provide some modest support through FY 2014/2015 but will likely not be available for funding support thereafter. It is anticipated that a master developer will have been selected by the end of FY 2015-2016 and the LRA functions will have been absorbed by the master developer and/or into the Community and Economic Development Department.

Prior to the FY 2014-15 budget loan agreements were executed between the City of Concord, General Fund ("Lender") and the Local Reuse Authority (Concord Community Reuse Redevelopment Project) ("Borrower") that total \$1,217,000. The loan amount in the FY 2014-15 budget is \$1,505,983. This loan, as well as prior loans, provide funds for costs associated with the Base Reuse Project, including costs for legal fees related to negotiations with the U.S. Navy and securing necessary permits from the U.S. Army Corps and U.S. Fish and Wildlife Service; and expenses for professional services to assist with financial analysis, regulatory negotiations and risk management reviews.

Loan repayment is scheduled to begin in FY 2016-17. At the time of repayment, total loans to the LRA from the General Fund are projected to be \$5,022,983. Repayment is planned to occur over two years, in two equal payments (\$2,511,942 in FY 2016-17 and \$2,511,942 in FY 2017-18).

The "See Pertinent Issue" funding source consists of a California Strategic Growth Council grant of which \$444,417 will be used for the Citywide Climate Action Plan, \$415,553 will be used for the Natural Resource Conservation Plan, \$231,110 from a Federal EECBG Grant and a cash match of General Fund \$30,000 (not a loan) approved on November 13, 2012 for the ABAG and MTC grant awarded to the City in July 2012 and Redevelopment funding of \$8,056,764.

Need: The Concord Naval Weapons Station (CNWS) represents a unique opportunity to plan a new mixed-use area that is vital, livable, transit-supportive, and at the cutting edge of ecological and sustainable planning. The CNWS is a pivotal infill site that will provide jobs, housing, and open space for Concord residents.

Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$0 Design Costs: \$0 Construction Costs: \$0
 Contingency Costs: \$0 Other Costs: \$21,058,597 **Total: \$21,058,597**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Local Government Electric Vehicle Fleet Project
Project Proponent: Engineering
Project Number: 2193
Funding Source(s): Fleet Replacement Fund
Project Manager: Engineering
User Department: Public Works & Engineering
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------------|------------|------------|------------------------|------------|---------------------|
| Prior Year Allocation* | Fleet Replacement Fund | | | | | |
| | \$200,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$200,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$200,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Purchase ten (10) Electric Vehicles (EVs) and install ten (10) charging stations through MTC's Climate Initiatives Grant Program.

Service Level: Replacement of certain City fleet vehicles currently in need of replacement with clean-air vehicles.

Pertinent Issue: The City has been awarded a grant in the amount of \$280,000 from the Bay Area Climate Cooperative to augment the City fleet. These funds, along with the City's local match consisting of fleet replacement funds, will cover the cost differential between gasoline vehicles and electric vehicles, as well as funding the installation of charging stations at City Hall, the Corporation Yard and the Police Station. The Bay Area Climate initiative is managing the design and installation of the charging stations and has selected vendors for the EVs. This project assists the City in meeting goals outlined in the City's Climate Action Plan.

Anticipated cost savings to fleet replacement fund through award of vehicles will balance the cost of purchase and installation of EV charging stations.

Need: Supplement Citywide fleet with EVs as a clean transportation solution.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Cost Estimate | Administrative Costs: | <u>\$20,000</u> | Design Costs: | <u>\$20,000</u> | Construction Costs: | <u>\$150,000</u> |
| By Category: | Contingency Costs: | <u>\$5,000</u> | Other Costs: | <u>\$5,000</u> | Total: | <u>\$200,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
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Project Name: Citywide Infrastructure Grant

Project Proponent: Public Works

Project Number: 2241

Project Manager: Engineering

Funding Source(s): Gas Tax
Storm Water

User Department: Public Works

District: Citywide

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|--------------------|------------|------------|------------------------|---------------------|
| | <u>Gas Tax</u> | <u>Storm Water</u> | | | | |
| Prior Year Allocation* | \$60,000 | \$36,333 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$30,000 | \$30,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$30,000 | \$30,000 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$120,000</u> | <u>\$96,333</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$216,333</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Funds to be used to prepare grant applications, initial studies for future CIP projects.

Service Level: Leverage City funds in meeting Capital needs.

Pertinent Issue: A majority of the City's projects are grant funded. The preparation of grant applications and reimbursement requests requires staff time and technical assistance from outside consultants for applications, studies and exhibits.

Need: Staff and administrative costs associated with grant processing are not eligible for reimbursement.

Status: New Project Continuing Project

Cost Estimate By Category: Administrative Costs: \$60,000 Design Costs: \$0 Construction Costs: \$0

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Contingency Costs: \$0 Other Costs: \$0 **Total: \$60,000**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Downtown Concord BART Station
 Specific Plan

Project Proponent: Planning

Project Number: 2253

Funding Source(s): MTC Grant
 General Fund
 In-Kind Services - City of Concord

Project Manager: Planning

User Department: Planning

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|---------------------|---|------------|------------------------|---------------------|
| | <u>MTC Grant</u> | <u>General Fund</u> | <u>In-Kind Services - City of Concord</u> | | | |
| Prior Year Allocation* | \$480,000 | \$60,000 | \$60,000 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$480,000</u> | <u>\$60,000</u> | <u>\$60,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$600,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Planning study for the Downtown Concord BART Station Priority Development Area (PDA).

Service Level: Areas designated as PDAs are eligible for technical assistance and funding for certain types of planning studies and capital projects

Pertinent Issue: On March 15, 2012, the ABAG Executive Board designated the Downtown Concord area as a Priority Development Area (PDA). The Priority Development Area (PDA) Planning Program is associated with the regional planning effort called Focusing Our Vision or "FOCUS." FOCUS is a joint project of ABAG, the MTC, and the Bay Area Air Quality Management District. This regional project seeks to build upon existing progress related to smart growth, tap into local and regional objectives for the future, and create a sustainable development strategy for the Bay Area.

Through FOCUS, ABAG and other regional partners are working with local governments and stakeholders to identify local and regional priority areas for development and conservation. These priority development areas, or PDAs, are identified by local jurisdictions as areas within a city or county where higher density commercial and housing development could occur, supported by transit. ABAG provides incentives for development of these priority areas, which includes funding for planning grants and similar

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technical assistance.

Project kickoff occurred in January 2013. Project will continue through to October 2014.

Need:

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$600,000</u> | Construction Costs: | <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$600,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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| | |
|---|--|
| Project Name: Monument Neighborhood Shuttle Project Number: 2279 Funding Source(s): MTC Grant 19(a),20 (a) Measure J In-Kind - City of Concord In-Kind - MCP/ Chavez Center | Project Proponent: Community & Economic Development Project Manager: Community & Economic Development User Department: Community & Economic Development District: |
|---|--|

| | Project Costs | | | | Operating Costs | Cost Savings |
|-------------------------------|----------------------|-----------------------------------|--------------------------------------|----------------------------------|------------------------|---------------------|
| | MTC Grant | 19(a),20 (a) Measure J | In-Kind - City of Concord | In-Kind - MCP/ Chavez | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$100,902 | \$56,380 | \$12,748 | \$39,202 | \$0 | \$0 |
| 2015-16 | \$60,747 | \$96,533 | \$12,748 | \$39,203 | \$0 | \$0 |
| 2016-17 | \$0 | \$157,280 | \$12,748 | \$39,203 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$161,649</u> | <u>\$310,193</u> | <u>\$38,244</u> | <u>\$117,608</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$627,694</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Provide a three-year shuttle service targeted for the Monument Corridor community that is free of charge, provides service to priority destinations, fits the needs of the area residents including on weekends and evenings, and operates on demand with flexible schedule/routes.

Service Level: Provide safe, convenient and free transit service for the Monument Corridor community, including, but not limited to, low-income workers, seniors, people with disabilities, and residents employed during off-peak hours.

Pertinent Issue: This project will provide free shuttle service for the Monument Corridor community for a period of three years. The total cost of the project is estimated at \$627,694, with 50% of this cost (or \$311,704) originally scheduled to be funded through a federal funding program known as the Jobs Access and Reverse Commute (JARC). JARC is one of several federal funding sources used by the Metropolitan Transportation Commission (MTC) to fund its Lifeline Transportation Program (LTP). A 25% local match (\$160,138) will be provided through Line 20(a) Measure J funds recently approved by TRANSPAC. The remaining local match of \$155,852, which will be required to fully fund the project, will be provided through in-kind services by the City and MCP/Chavez Center in the form of staff time to administer the project and provide oversight.

In April 2013, TRANSPAC approved an allocation of \$150,055 in line 19(a) Measure J funds for this

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project. County Connection, in turn, will get the extra JARC funds (\$150,055) from MTC. Additionally, the remaining \$161,649 in JARC funds is likely to be backfilled with Surface Transportation Act (STA) funds by MTC.

The project funds will be used to lease a 10-passenger van, fund the start-up and operational costs of this shuttle service, provide training, and subsidize the service so that it can be free for the Monument Corridor residents. The project will allow for an evaluation of the effectiveness of this new program to ensure it is serving the needs of the community.

The shuttle service will be operated by a small business, under contract with MCP/Chavez Center capable of undertaking this type of transit service for the corridor. A funding agreement between the City and MTC to obtain STA funds (\$161,649) is required before this project can begin. The agreement with MTC could be executed by summer 2014.

The first six months following execution of the funding agreement with MTC will consist of establishing the clear roles and responsibilities for the City and MCP/Chavez Center. During this period, service parameters will be defined, the training program will be developed, additional community meetings will be held, school notices sent out, and the marketing plan developed and implemented. The Executive Director of MCP/Chavez Center will oversee the project and act as the liaison with the residents, operator and the business community. The City's Transportation Manager will be responsible for monitoring the service quality and acting as the City liaison with MCP/Chavez Center for the three-year project duration.

The City and MCP/Chavez Center may form a Project Oversight Working Group in summer 2014, whose members will include those involved in the development of this project and the 2006 Community Based Transportation Plan (CBTP) for the Monument Corridor, and any other stakeholders or interested members from the Monument Corridor community. This group will plan the operation and administration of the shuttle program during the first six months of the project as described above. Actual shuttle service to the community could start in winter 2015 and end in summer 2017.

As the primary sponsor of this project, the City will use the funds received from MTC (STA funds) and CCTA (Measure J match funds) to pay for the operational costs of the shuttle service. MCP/Chavez Center will forward invoices from the operator to the City on a monthly basis and the City will, in turn, pay the operator and seek reimbursement from MTC and CCTA.

Grant funding originally planned for FY13-14 was not available. Staff has released the funds that were appropriated for this project in the FY2013-14 budget and re-appropriated these funds in the FY14-15 budget, pending Council approval.

Need: A shuttle service continues to be a top priority and need for the Monument Corridor. The shuttle will address continued transportation gaps for low-income residents, including infrequent bus service, inconvenient transfers, high transit fares, lack of direct access to medical facilities and shopping amenities, insufficient access to BART and employment centers, and other serious transportation needs identified in the 2006 CBTP for the Monument Corridor.

Status: New Project Continuing Project

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| | | | |
|----------------------|--|--------------------------|--------------------------------|
| Cost Estimate | Administrative Costs: <u>\$627,694</u> | Design Costs: <u>\$0</u> | Construction Costs: <u>\$0</u> |
| By Category: | Contingency Costs: <u>\$0</u> | Other Costs: <u>\$0</u> | Total: <u>\$627,694</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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| | | | | | |
|----------------------|-----------------------|------------|---------------|------------------|---------------------------------------|
| Cost Estimate | | | | | |
| By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$320,000</u> | Construction Costs: <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: <u>\$320,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
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Project Name: Housing Element Update
Project Number: 2281
Funding Source(s): Building Permit Surcharge Fee (G.F.)

Project Proponent: Planning
Project Manager: Planning
User Department: Planning

District:

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|--|------------------------|---------------------|
| Prior Year Allocation* | Building Permit Surcharge Fee (G.F.) \$85,000 | \$0 | \$0 |
| Fiscal Year | | | |
| 2014-15 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$85,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$85,000</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: Housing Element Update

Service Level: State Law requires that the Housing Element of the General Plan be updated when new Regional Housing Needs Allocation (RHNA) numbers are released. The deadline for the current cycle is October 1, 2014.

Pertinent Issue: The current Housing Element of the General Plan was approved in 2010. Periodically, the State Department of Housing and Community Development (HCD) issues updated Regional Housing Need Allocations (RHNA) which in turn are distributed among all jurisdictions within a given region. The Association of Bay Area Governments (ABAG) has issued preliminary RHNA numbers which will be finalized in July 2013. In order to complete the update of the Housing Element, which includes a lengthy review and certification process by HCD, work must begin immediately upon finalization of the RHNA numbers. HCD has recently released procedures to support streamlining of the update process, and it is anticipated that a focused update can be accomplished with a fee of \$85,000. Project is funded by fees generated annually by the Building Permit Surcharge (General Plan Reimbursement Revenue).

Need: Update Housing Element of General Plan as required by State Law

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Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|------------|---------------|-----------------|---------------------|------------------------|
| Cost Estimate | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$85,000</u> | Construction Costs: | <u>\$0</u> |
| By Category: | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$85,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
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Project Name: Todos Santos Plaza Archways

Project Proponent: City Management

Project Number: 2294

Project Manager: Engineering

Funding Source(s): Art in Public Places

User Department: Public Works

District:

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|-----------------------------------|------------------------|---------------------|
| Prior Year Allocation* | Art in Public Places \$122,443 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | |
| 2014-15 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$122,443</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$122,443</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: This project will install two Archways in Todos Santos Plaza at the diagonal entry sidewalks at the corners of Willow Pass Blvd./Mt. Diablo and at Willow Pass Blvd./Grant Rd. The archways will span over the walkways and be approximately 12 feet in height. The archways will have the name "Todos Santos Plaza" from the street side and "City of Concord" on the park side. The lettering will have "halo" LED lighting and the archway will be powered for holiday lighting.

Service Level: The Archway signs will be lit at night and will accommodate holiday lighting, making the Plaza more inviting.

Pertinent Issue: The project has been designed to reflect the revisions requested from the Housing & Economic Development Committee in January 2014. These revisions include:

- signs that are readable from both sides: "Todos Santos Plaza" from street side, and "City of Concord" from the park side;
- inclusion of "halo" lighting of the sign lettering;
- solid backing between the two sets of lettering on the archway to provide contrast and light reflection for wording; and
- addition of electrical outlets to the archway columns to accommodate holiday lighting of the Archways.

Dimensional changes were required for steel fabrication to create space for electrical wiring raceways and

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transformers required for the LED lighting of the archway sign. To create an effective “halo” lighting, the letter fabrication changed from flat steel letters to acrylic letters fabricated and painted to appear like steel.

Staff has prepared the construction documents so that the work will be completed under two separate contracts; (1) sign lettering & lighting fabrication; and (2) the archway construction. Staff will coordinate the sign lettering/lighting fabrication and archway construction between the two contractors. Construction will be completed by the end of July 2014.

Need: This project provides identity to the Plaza as well as a focal point of interest.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$25,000</u> | Design Costs: | <u>\$14,000</u> | Construction Costs: | <u>\$80,000</u> |
| | Contingency Costs: | <u>\$3,443</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$122,443</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Subdivision Ordinance Update
Project Number: PL-1503
Funding Source(s): Building Permit Surcharge Fee (G.F.)

Project Proponent: Community & Economic Development
Project Manager: Planning
User Department: Planning

District:

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|---|------------------------|---------------------|
| Prior Year Allocation* | Building Permit Surcharge Fee (G.F.) \$0 | \$0 | \$0 |
| Fiscal Year | | | |
| 2014-15 | \$100,000 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$100,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$100,000</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: The project will provide funds to hire a consultant to complete an analysis of the discrepancies between the current subdivision ordinance and the Development Code, as well as other pertinent State and Federal regulations, and develop proposed modifications to address the conflicts. The project will also include developing and illustrating standards for street, sewer, and other improvements required as part of the development process.

Service Level: This project will help shorten the time required for the review and process of subdivision applications. There is no ongoing maintenance associated with this project.

Pertinent Issue: This project will require multiple coordination efforts, including City departments: CED (Planning, Engineering and Transportation), PW and Parks & Rec; as well as the Contra Costa Water District, the Contra Costa Fire Protection District, Central Contra Costa Sanitary District; and with stakeholders from the development industry.

Need: With the improving economy, the number of applications for subdivisions has increased. The lack of development standard for infrastructure and other improvements and conflicts created with the adoption of the Development Code have increased the complexity and inconsistency of project review. By updating the Subdivision Ordinance and incorporating it into the Development Code, the original vision of a unified set of regulations for development in Concord will be achieved.

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Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$20,000 Design Costs: \$80,000 Construction Costs: \$0
 Contingency Costs: \$0 Other Costs: \$0 **Total:** **\$100,000**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: ADA Barrier Removal for City Facilities (Park Facilities) **Project Proponent:** Public Works
Project Number: 2206
Funding Source(s): Measure WW **Project Manager:** Engineering
User Department: All Departments
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------------------|------------|---------------------|
| | Measure WW | | | | | |
| Prior Year Allocation* | \$190,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$190,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$190,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Perform barrier removal projects in various City Park facilities as identified in the City's ADA SETP.

Service Level: Improve accessibility to City Parks.

Pertinent Issue: In early 2009, the City completed its ADA Self Evaluation and Transition Plan Update (SETP) which outlined barrier removal needs for City-owned or operated facilities.

This project was reviewed and endorsed by the Parks, Recreation and Open Space Commission (PROSC) on December 9, 2009 and it was adopted by Council on February 23, 2010 as part of the Adopted Calendar Year 2010 Measure WW Funding Allocation Plan.

Measure WW limits consultant design cost to 20% of hard construction cost and cannot fund design administration cost or cost recovery. Additional funding needs to be identified to cover those costs. This project is on hold pending the additional funding. The Measure WW program sunsets in February 2018.

Need: The Americans with Disabilities Act (ADA) was enacted in 1990. Title II of the ADA requires that all City programs, services, facilities, policies, practices and procedures be accessible to persons with

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disabilities.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$190,000</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$190,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Replace Pump System Components at 4 Park Locations
Project Proponent: Public Works
Project Number: 2242
Funding Source(s): Measure WW
Parkland Fees-Zone A
Parkland Fees-Zone C
Project Manager: Engineering
User Department: Public Works
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|-----------------------------|-----------------------------|------------------------|---------------------|
| | <u>Measure WW</u> | <u>Parkland Fees-Zone A</u> | <u>Parkland Fees-Zone C</u> | | |
| Prior Year Allocation* | \$756,000 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$0 | \$133,000 | \$11,000 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$756,000</u> | <u>\$133,000</u> | <u>\$11,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$900,000</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace Pump Systems at Ellis Lake, Newhall Park, Cambridge Park, and Concord Community Park.

Service Level: The replacement of pump components would eliminate having to go to domestic water use at these parks, as well as reducing maintenance costs of obsolete equipment components.

Pertinent Issue: Irrigation well and pump systems at Ellis Lake, Newhall Park, Cambridge Park, and Concord Community Park are not functioning adequately and require upgrades and replacement.

This project was reviewed and endorsed by the Parks, Recreation and Open Space Commission (PROSC) on December 9, 2009 and adopted by Council on February 23, 2010 as part of the Adopted Calendar Year 2010 Measure WW Funding Allocation Plan.

A Feasibility Study for the well at Concord Community Park showed that the well is only feasible for 100 gpm (gallons per minute) production. Public Works is verifying demand requirements and the possibility of an additional well in the area to see if it can be energized and used for Park irrigation. Public Works is coordinating the system evaluations and necessary repairs and replacements.

Funding consists of EBRP Measure WW Local Grant Program funds. This project originally allocated

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

additional funding of \$123,253 from General Fund, but due to economic conditions, the funding was cancelled. General Funds not appropriated during FY 2013-14 have been replaced with Parkland Fees funds.

Need: Replace deteriorated well pump components.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$59,000</u> | Design Costs: | <u>\$40,000</u> | Construction Costs: | <u>\$711,000</u> |
| | Contingency Costs: | <u>\$50,000</u> | Other Costs: | <u>\$40,000</u> | Total: | <u>\$900,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Citywide Sanitary Sewer Main Extension **Project Proponent:** Public Works
Project Number: 2187 **Project Manager:** Engineering
Funding Source(s): Sewer Enterprise **User Department:** Public Works
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------------------|------------|---------------------|
| | Sewer Enterprise | | | | | |
| Prior Year Allocation* | \$200,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$200,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$200,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project is a holding account to fund the construction of sewer mains throughout the City to serve residents not currently connected to the sewer mains system.

Service Level: Increasing the sewer collection system by constructing mains in key locations will allow more residents to hook into the system. Each new hookup will require a sewer connection fee and ongoing sewer fees which will offset the capital cost.

Pertinent Issue: A cost/benefit analysis will be conducted to determine which projects will be constructed.

Need: Residents with failing septic systems within 600 feet of a main will be able to connect to the City sewer main system.

Status: New Project Continuing Project

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$200,000</u> | Construction Costs: | <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$200,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Citywide Sewer Condition Assessment Study
Project Proponent: Public Works
Project Number: 2208
Funding Source(s): Sewer Enterprise
Project Manager: Engineering
User Department: Public Works
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | | | | | |
| Prior Year Allocation* | \$575,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$1,275,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,275,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Analyze sewer mains in cities of Clayton and Concord for hydraulic capacity and structural defects to develop a Condition Assessment Prioritization list for repairs and rehabilitation.

Service Level: Sewer transmission lines within Concord should be maintained to minimize overflows of any size. A Condition Assessment will assist in reducing emergency repairs by outlining preventative maintenance needs.

Pertinent Issue: Each year sewer crews, funded out of operations, will perform CCTV inspections on areas within Concord and Clayton. With two fully trained CCTV inspection crews, the goal is to inspect all lines within five years. This project will utilize these video inspections to evaluate the structural condition and identify defects and perform hydraulic modeling to determine existing and future capacity, based on General Plan and develop a Prioritization List with an Engineer's Estimate to repair.

As projects are identified from the Prioritization List, they will be spun-out into new projects and managed by the Engineering Capital Improvement Project (CIP) Division. The funding source for these projects will be the Sewer Capital Facility Replacement project (PJ2209).

Need: Perform preventative maintenance and make routine repairs to the sewer system to provide a safe and

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

healthy environment in the most efficient cost effective manner.

Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$275,000 Design Costs: \$1,000,000 Construction Costs: \$0
 Contingency Costs: \$0 Other Costs: \$0 **Total: \$1,275,000**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Sewer Capital Facility Replacement

Project Proponent: Public Works

Project Number: 2209

Project Manager: Engineering

Funding Source(s): Sewer Enterprise

User Department: Public Works

District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | | | | | |
| Prior Year Allocation* | \$960,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$1,000,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$1,500,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$1,500,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$2,000,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$2,000,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$2,000,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$2,000,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$14,460,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$14,460,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project is a holding account to fund sewer maintenance and rehabilitation projects identified by the Condition Assessment Prioritization list and other sewer repair needs.

Service Level: Sewer transmission lines within Concord should be maintained to minimize overflows of any size. A Condition Assessment will assist and reduce emergency repairs by providing consistent preventative maintenance.

Pertinent Issue: Projects will strive to use trenchless technologies for rehabilitation including pipe bursting, pipe reaming and Cure-in-Place Pipe (CIPP), but may also implement open cut trenching projects.

As projects are identified from the Preordination List, they will be spun-out into new projects and managed by the Engineering Capital Improvement Project (CIP) Division. Projects may be bundled by location or repair method. An allocation of approximately 1% of the value of the infrastructure should be set aside annually.

Need: Perform preventative maintenance and make routine repairs to the sewer system to provide a safe and healthy environment in the most efficient cost effective manner.

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Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$0 Design Costs: \$0 Construction Costs: \$14,460,000
 Contingency Costs: \$0 Other Costs: \$0 **Total: \$14,460,000**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Citywide Sewer Lateral Replacement Program

Project Proponent: Public Works

Project Number: 2244

Project Manager: Engineering

Funding Source(s): Sewer Enterprise

User Department: Public Works

District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | | | | | |
| Prior Year Allocation* | \$400,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$150,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$1,900,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,900,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Annual program to replace lower sewer laterals throughout the City (from the property line to the main) including installation of a property line clean out.

Service Level: Replacement of damaged service laterals to ensure adequate flow levels and reduce groundwater infiltration into the sewer system.

Pertinent Issue: Engineering Condition Assessment Studies of existing mains have determined that sewer laterals are suffering from greater infiltration of groundwater through the sewer pipelines. This infiltration hinders system flow and can increase sewer treatment costs assessed by CCCSD.

Need: Replacement of damaged service laterals to prevent groundwater infiltration in residential areas.

Status: New Project Continuing Project

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--|
| Cost Estimate By Category: | Administrative Costs: <u>\$19,000</u> | Design Costs: <u>\$70,000</u> | Construction Costs: <u>\$1,800,000</u> |
| | Contingency Costs: <u>\$11,000</u> | Other Costs: <u>\$0</u> | Total: <u>\$1,900,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Willow Pass Road Trunk Sewer Upgrade
(Galindo St to Mira Vista Terrace)

Project Proponent: Public Works

Project Number: 2245

Project Manager: Engineering

Funding Source(s): Sewer Enterprise

User Department: Public Works

District: Citywide

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|-------------------------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | <u>Developer Contribution</u> | | | |
| Prior Year Allocation* | \$500,000 | \$28,388 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$500,000</u> | <u>\$28,388</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$528,388</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace deteriorated 10 and 12-inch sanitary sewer trunk lines along Willow Pass Road (Galindo St to Mira Vista Terrace) to improve flow and reduce the potential for overflows.

Service Level: Repair of deteriorated sewer lines and elimination of existing flow restrictions will improve sanitary sewer flow and reduce the potential for overflows and subsequent discharge along Willow Pass Road.

Pertinent Issue: The sewer line in Willow Pass Road is deteriorated and includes a flow restriction where the line reduces from 12-inches in diameter to 10-inches in diameter.

Need: Replace existing flow restriction along Willow Pass Road where the sanitary sewer reduces from 12-inch to 10-inch and back to 12-inch diameter.

Status: New Project Continuing Project

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$50,000</u> | Design Costs: <u>\$60,000</u> | Construction Costs: <u>\$320,000</u> |
| | Contingency Costs: <u>\$50,000</u> | Other Costs: <u>\$48,388</u> | Total: <u>\$528,388</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Downtown Sewer & Streetscape Improvements - Phase II

Project Proponent: Engineering

Project Number: 2295

Project Manager: Engineering

Funding Source(s): Sewer Enterprise

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | | | | | |
| Prior Year Allocation* | \$2,400,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$2,400,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$2,400,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Project will replace existing sanitary sewer mains and laterals in the Downtown Phase II priority area. This phase includes sewer lines on Grant Street, Pacheco Street and Mt. Diablo Street.

Service Level: Replacement of deteriorated sewer lines and collection systems reduce failures and ongoing maintenance.

Pertinent Issue: This project involves significant coordination with the Todos Santos Business Association, other downtown business and with downtown events to minimize impacts to both and ensure project progress is relayed.

Additional sewer lines within the Downtown Phase II priority area will be completed through project SWR-1511 (Downtown Sanitary Sewer Upgrade – Phase IIb). PJ2185 (Downtown Sanitary Sewer Upgrade – Phase I) was completed on February 11, 2014.

Need: Replacement of failing clay pipe and undersized mains will ensure adequate service and capacity in the downtown area.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Cowell Road BART Area Sanitary Sewer Upgrade
Project Proponent: Public Works
Project Number: SWR-1302
Funding Source(s): Sewer Enterprise
Project Manager: Engineering
User Department: Public Works
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$250,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$1,650,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$1,900,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,900,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace sewer mains in a residential area that are failing and undersized. The project will utilize trenchless technologies wherever possible to reduce disruption to residents.

Service Level: Replacement of deteriorated sewer lines and collection systems reduces failures, overflows, and on-going maintenance.

Pertinent Issue: An initial study of this project site was completed under PJ2208 (Sewer Condition Assessment). PJ2227 (Cowell Road BART Area Sewer Spot Repairs) was created to repair the emergency issues in this location and was completed in 2013. This project will address the replacement of the remaining deteriorated sewer lines and collection systems.

Need: Replacement of failing clay pipe and undersized mains will ensure adequate service and capacity within a residential area.

Status: New Project Continuing Project

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

**Cost Estimate
By Category:**

| | | | | | |
|-----------------------|------------------|---------------|------------------|---------------------|---------------------------|
| Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$300,000</u> | Construction Costs: | <u>\$1,400,000</u> |
| Contingency Costs: | <u>\$200,000</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$1,900,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Downtown Sanitary Sewer Upgrade - Phase III
Project Proponent: Engineering
Project Number: SWR-1306
Funding Source(s): Sewer Enterprise
Project Manager: Engineering
User Department: Public Works
District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$250,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$1,750,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$2,000,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$2,000,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace the Priority III sewer mains in the downtown area that are failing and undersized.

Service Level: Replacement of deteriorated sewer lines and collection systems reduces failures, overflows, and on-going maintenance.

Pertinent Issue: An initial study of the downtown sewers and emergency spot repairs were completed in 2011. PJ 2185 replaced the lines in the Priority I area, and PJ 2295 initiated repairs in the Priority II area. Proposed PJ SWR-1511 (Downtown Sanitary Sewer Upgrade – Phase IIb) has been created to complete the remainder of the Phase II priority area.

The following are some of the mains scheduled to be replaced: Broadway Street, Fremont, California, Harrison, Sutter, Salvio (from Fry Way to Concord Avenue), Mira Vista and Concord Boulevard (Sutter Street to Galindo Street).

Need: Replacement of failing clay pipe and undersized mains will ensure adequate service and capacity within the new downtown area.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Sewer Rate Study

Project Proponent: Engineering

Project Number: SWR-1506

Project Manager: Robert Ovadia

Funding Source(s): Sewer Enterprise

User Department: Engineering

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------------------|------------|---------------------|
| | Sewer Enterprise | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$100,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$100,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Conduct an assessment and evaluation of the City's existing wastewater service rates and provide recommendations on a rate structure that will adequately fund the utility operations, capital costs, legislative directives and bonded debt.

Service Level: The City of Concord generates approximately 4.28M gallons of wastewater annually for conveyance and treatment by the Central Contra Costa Sanitary District, which is approximately 30% of their overall annual flow.

Pertinent Issue: Costs assessed for treatment and capital improvements by the Central Contra Costa Sanitary District have been increasing. Current funding levels are inadequate to fund ongoing maintenance operating and necessary capital improvements for the City's sewer infrastructure.

Need: To determine revenue needs and an appropriate rate structure that will allow the sewer enterprise to meet the fixed and variable cost obligations to provide waste water service within its service area.

Status: New Project Continuing Project

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

| | | | | | |
|----------------------|-----------------------|------------|---------------|------------------|---------------------------------------|
| Cost Estimate | | | | | |
| By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$100,000</u> | Total: <u>\$100,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Downtown Sanitary Sewer Upgrade - Phase IIb **Project Proponent:** Engineering
Project Number: SWR-1511
Funding Source(s): Sewer Enterprise **Project Manager:** Engineering
User Department: Public Works
District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|-------------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Sewer Enterprise</u> | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$3,000,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$3,500,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$3,500,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace sewer mains and laterals that are failing and undersized.

Service Level: Replacement of deteriorated sewer lines and collector systems will reduce failures and ongoing maintenance.

Pertinent Issue: Construction of this project includes: the bid "Additive" areas of PJ2295 (Downtown Sanitary Sewer Upgrade - Phase II); as well as the remainder of the Phase 2 area south of Willow Pass Road between Galindo Street and East Street such as Colfax Street, Grant Street, Concord Blvd, Clayton Road, and including Willow Pass Road.

This project will involve significant coordination with downtown businesses (including the TSBA) and with downtown events, to minimize impacts to both.

Need: Replacement of failing clay pipes and undersized sewer mains will ensure adequate service and capacity within the downtown area.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: City Wide Technology Hardware and Software Replacement

Project Proponent: Information Technology

Project Number: 2218

Funding Source(s): Technology Replacement Fund

Project Manager: Information Technology

User Department: All Departments

District:

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|--|------------------------|---------------------|
| Prior Year Allocation* | Technology Replacement Fund \$1,379,421 | \$0 | \$0 |
| Fiscal Year | | | |
| 2014-15 | \$342,353 | \$0 | \$0 |
| 2015-16 | \$588,986 | \$0 | \$0 |
| 2016-17 | \$1,992,744 | \$0 | \$0 |
| 2017-18 | \$1,052,120 | \$0 | \$0 |
| 2018-19 | \$703,037 | \$0 | \$0 |
| 2019-20 | \$1,851,729 | \$0 | \$0 |
| 2020-21 | \$288,655 | \$0 | \$0 |
| 2021-22 | \$750,023 | \$0 | \$0 |
| 2022-23 | \$567,754 | \$0 | \$0 |
| 2023-24 | \$1,528,344 | \$0 | \$0 |
| Subtotal | <u>\$11,045,166</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$11,045,166</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: City-wide technology replacements.

Service Level: Maintenance of existing level of service.

Pertinent Issue: Beginning in FY 2006-07, this project (formerly PJ1727) and PJ1102 (Office Equipment Replacement Fund), were consolidated as a result of Information Technology assuming responsibility for the Office Equipment Replacement Fund. Additionally, all non-CAD/RMS replacements for the Police Department were initially moved into PJ2221 (CAD Replacement) at the Police Department's request to clarify CAD/RMS funding.

Cost by Category represents current year's allocation.

Need: City-Wide technology replacement, which includes telephone, GIS, network, and computer hardware and software, used by all city departments, need to be replaced on a scheduled basis in order to reduce maintenance costs and provide staff with reliable, state-of-the-art technology to accomplish their program objectives. Excludes specialized hardware, software and radio equipment used by the Police for RMS/CMS.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|------------|---------------|------------------|---------------------|-------------------------|
| Cost Estimate | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$0</u> |
| By Category: | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$342,353</u> | Total: | <u>\$342,353</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Document Management EDS
Project Number: 2258
Funding Source(s): General Fund
 Technology Replacement Fund

Project Proponent: City Clerk
Project Manager: Information Technology
User Department: All Departments

District:

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------------------------|------------------------|------------|---------------------|
| | <u>General Fund</u> | <u>Technology Replacement Fund</u> | | | |
| Prior Year Allocation* | \$50,000 | \$0 | \$0 | \$0 | \$0 |
| Fiscal Year | | | | | |
| 2014-15 | \$125,000 | \$200,000 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$26,600 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$27,398 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$28,220 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$29,067 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$29,939 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$30,837 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$31,762 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$32,715 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$33,696 |
| Subtotal | <u>\$175,000</u> | <u>\$200,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$270,234</u> |
| TOTAL | <u>\$375,000</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace the current document management system, Questys.

Service Level: Preserve City's vital records in accordance with Federal, State, and Local mandates. Improve and streamline current manual process of preparing Council, Committee, Board, and Commission meeting agendas, voting records, and meeting minutes. Additionally, it will provide document management functionality to all departments.

Pertinent Issue: The prior allocation was used to identify system needs and develop a Request for Proposal for the new system.

NOTE: All costs are budgetary estimates only. Actual costs will be determined by formal bid process.

Need: The current document management system has become unstable with the most recent release resulting in an essentially unusable system.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Public Works Asset Management

Project Proponent: Public Works

Project Number: 2271

Funding Source(s): Technology Replacement Fund
 Unfunded ITP

Project Manager: Information Technology

User Department: Public Works

District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|------------------------------------|---------------------|------------|------------------------|-----------------|---------------------|
| | <u>Technology Replacement Fund</u> | <u>Unfunded ITP</u> | | | | |
| Prior Year Allocation* | \$120,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$5,000 | \$0 |
| 2015-16 | \$0 | \$140,000 | \$0 | \$0 | \$6,500 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$7,000 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$7,000 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$7,500 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$7,500 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$8,000 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$8,000 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$8,500 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$8,500 | \$0 |
| Subtotal | <u>\$120,000</u> | <u>\$140,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$73,500</u> | <u>\$0</u> |
| TOTAL | <u>\$260,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Accela Asset Management™ tracks and manages our assets, work orders and resources, providing an automated solution for costing, inventory, maintenance, investigations, and inspections. Accela Asset Management is flexible enough to manage all our agency’s assets—fleet, street, water, wastewater, parks and recreation, plant and facilities, sewer, railway, roadway, and more.

Service Level: Automate all the activities associated with tracking and managing our community’s assets and resources while improving efficiencies, reducing costs, and ensuring that the public is able to consistently enjoy optimal use of the infrastructure and facilities that improve and enhance their quality of life

Pertinent Issue: NOTE: All costs are budgetary estimates only. Actual costs and operating costs will be determined by scope of project. Operating costs are an estimate of a fully funded project.

The \$120,000 start up cost budget was initially budgeted as Project 2211, Sewer Truck Integration with GBA database. The funds were originally transferred to the Information Technology ISF from the Sewer Enterprise Fund. Currently, Accela Asset Management is up and running for the Sewer Division.

Staff plans to request remaining funds to implement the addition of the Fleet, Streets/Signs & Markings and Facilities Management divisions to the Accela Asset Management program, in the FY15/16 budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Need: Computerized asset management system for Public Works assets including sewer, streets, parks and facilities maintenance.

Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Cost Estimate | Administrative Costs: | <u>\$39,000</u> | Design Costs: | <u>\$78,000</u> | Construction Costs: | <u>\$104,000</u> |
| By Category: | Contingency Costs: | <u>\$39,000</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$260,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: P.D. Law Enforcement Records Management System (RMS)

Project Proponent: Police Department

Project Number: 2272

Funding Source(s): Technology Replacement Fund
 General Fund
 Asset Forfeiture
 Unfunded

Project Manager: Information Technology

User Department: Police Department

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|------------------------------------|---------------------|-------------------------|------------------|------------------------|---------------------|
| | <u>Technology Replacement Fund</u> | <u>General Fund</u> | <u>Asset Forfeiture</u> | <u>Unfunded</u> | | |
| Prior Year Allocation* | \$774,975 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$525,000 | \$107,000 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$120,000 | \$120,000 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$123,600 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$127,308 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$131,127 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$135,061 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$139,113 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$143,286 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$147,585 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$152,012 | \$0 |
| Subtotal | <u>\$774,975</u> | <u>\$525,000</u> | <u>\$107,000</u> | <u>\$120,000</u> | <u>\$1,219,092</u> | <u>\$0</u> |
| TOTAL | <u>\$1,526,975</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace current Crime Management System (CMS) system that is at end of life after 13 years of service. In addition, the new CMS will automate reporting to the State and FBI and provide Crime analysis capability.

Service Level: Provide the City with required federal and state reporting as required by Department of Justice.

Pertinent Issue: NOTE: All costs are budgetary estimates only. Actual costs will be determined by a formal bid process.

The General Fund Prior Year Allocation of \$50,000 is being transferred from closed PJ2273 (Alarm Permit System) to fund an RMS module for false alarm billing and tracking.

Need: The current system was built by the City and does not meet the current needs of the Police Department. In addition it is no longer maintainable since it was built on software that is no longer supported by the vendor.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$224,316 Design Costs: \$434,632 Construction Costs: \$650,711
 Contingency Costs: \$217,316 Other Costs: \$0 **Total: \$1,526,975**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Citywide Budget Management Software

Project Proponent: Finance

Project Number: FI-1500

Project Manager: Information Technology

Funding Source(s): Technology Replacement Fund

User Department: All Departments

District:

| | <u>Technology Replacement Fund</u> | <u>Project Costs</u> | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|------------------------------------|----------------------|------------|------------|------------------------|---------------------|
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fiscal Year | | | | | | |
| 2014-15 | \$180,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$36,000 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$37,080 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$38,192 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$39,338 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$40,518 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$41,734 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$42,986 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$44,275 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$45,604 | \$0 |
| Subtotal | <u>\$180,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$365,727</u> | <u>\$0</u> |
| TOTAL | <u>\$180,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Improve and upgrade the City's current budget management software. The new software will enhance the development and monitoring of operating and capital budgets for all departments and programs. In addition, the software will enrich the City's electronic tools for budgetary analysis and projections as well as improve position control management; calculate internal service charge cost allocations; facilitate preparation of operating and capital budgets; and provide standard reports.

The City has released an RFP for budget management software and is in the process of reviewing submissions. Upon approval of this request, staff will prepare to select a software package that meets the City's needs and aim for Council approval of a contract in the first quarter of FY 2014-15, with the goal of implementation by January 2015.

Service Level: Enhance citywide development and monitoring of operating and capital budgets. Automate and streamline current budgeting processes to reduce the amount of man-hours currently required. Enable integrated real-time processing for operating, grant and CIP budgeting including:

- Position control management
- Payroll cost projections
- Internal Service Charge cost allocations
- Multi-year forecasting

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

- Report generation

Pertinent Issue: NOTE: All costs are budgetary estimates only. Actual costs will be determined once a specific software package and implementation schedule is developed. However, the budgetary estimates are in alignment with the RFP responses that the City received.

Need: The City’s current budgeting software, the “Performances-Based Budgeting System,” was installed in 2002 and has reached the end of its useful life. Since the system was developed in-house, there are no upgrades that can be purchased from outside vendors and improving the software will require significant programming, which is not economically feasible or advisable. The market for municipal budgeting software has improved in since 2002 and there are vendors that specialize in off-the-shelf municipal budgeting programs.

Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Cost Estimate | Administrative Costs: | <u>\$27,000</u> | Design Costs: | <u>\$54,000</u> | Construction Costs: | <u>\$72,000</u> |
| By Category: | Contingency Costs: | <u>\$27,000</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$180,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Accela Automation Phase II

Project Proponent: CED, PW & PD

Project Number: IT-1501

Project Manager: Information Technology

Funding Source(s): Unfunded

User Department: CED, PW & PD

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------|------------------------|---------------------|
| | <u>Unfunded</u> | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$122,000 | \$0 | \$0 | \$0 | \$6,500 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$7,000 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$7,000 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$7,500 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$7,500 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$8,000 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$8,000 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$8,500 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$8,500 | \$0 |
| Subtotal | <u>\$122,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$68,500</u> | <u>\$0</u> |
| TOTAL | <u>\$122,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Implementation of Accela Mobile Office (AMO).

Service Level: Streamlines work and reduces need to return to office to update status and progress.

Pertinent Issue: AMO dramatically changes the way mobile government workers do their job. Designed specifically for field use and leveraging the latest technology, Accela Mobile Office extends processing capabilities to the field for inspections and code enforcement. By providing direct, real-time access to data in an agency's database from a mobile device, Accela Mobile Office increases internal productivity and helps agencies bring critical government services directly to the people.

NOTE: All costs are budgetary estimates only. Actual costs will be determined by scope of project.

Need: To provide reporting from the field by Inspectors, Code Enforcement Officers and Public Works crews.

Status: New Project Continuing Project

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

**Cost Estimate
By Category:**

| | | | | | |
|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Administrative Costs: | <u>\$18,300</u> | Design Costs: | <u>\$36,600</u> | Construction Costs: | <u>\$48,800</u> |
| Contingency Costs: | <u>\$18,300</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$122,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Automated Agenda Processing

Project Proponent: City Management

Project Number: IT-1502

Project Manager: Information Technology

Funding Source(s): Unfunded

User Department: All Departments

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------|------------------------|---------------------|
| | <u>Unfunded</u> | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$115,000 | \$0 | \$0 | \$0 | \$25,000 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$25,000 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$25,000 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$25,000 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$26,000 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$26,000 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$26,000 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$26,000 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$27,000 | \$0 |
| Subtotal | <u>\$115,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$231,000</u> | <u>\$0</u> |
| TOTAL | <u>\$115,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Purchase and implement an Automated Agenda Processing system.

Service Level: With automation, the current processes can be streamlined to reduce the amount of man-hours currently required to:

- Create agendas
- Route and approve Reports to the Council
- Create minutes to meetings
- Publish results to the City’s website
- Store required documents on our document management system.

Pertinent Issue: The City of Concord is currently creating agenda items, agendas and minutes in a manual or half-automated way by using their own programs, Microsoft Office and email integrations. Information will be routed via email or as a hardcopy from one user to another for reviewing and approval processes.

This project will automate this process allowing departments to create, edit and manage their agenda items in an automated system and to integrate them in an electronic, template based workflow for the reviewing and approval processes.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

NOTE: All costs are budgetary estimates only. Actual costs will be determined by scope of project.

Need: Replace existing manual processes with a more efficient automated process for creating agenda items, council reports and minutes to meetings, as well as integrate Council meeting audio and video-streaming.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|-------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$17,250</u> | Design Costs: <u>\$34,500</u> | Construction Costs: <u>\$46,000</u> |
| | Contingency Costs: <u>\$17,250</u> | Other Costs: <u>\$0</u> | Total: <u>\$115,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Citywide Sidewalk Improvement Annual Program

Project Proponent: Engineering

Project Number: 1173
Funding Source(s): Measure J

Project Manager: Engineering

User Department: Public Works

District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Measure J</u> | | | | | |
| Prior Year Allocation* | \$107,797 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$110,210 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$113,516 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$116,922 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$120,429 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$124,042 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$127,763 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$131,595 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$135,544 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$139,610 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$143,798 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$1,371,226</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,371,226</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This is a holding account for the annual program to repair sidewalks and upgrade curb ramps throughout the City.

Service Level: To maintain and improve sidewalk accessibility.

Pertinent Issue: Permanent sidewalk repair is prioritized based on results of the Citywide GPS sidewalk inventory of City facilities and sidewalks, for pedestrian access that is in compliance with State and Federal disability laws.

These funds are used in conjunction with CDBG and other similar funds, to design and construct accessibility improvements along City streets. When new projects are identified, funding is transferred for implementation and expenditure tracking purposes.

Need: To maintain and improve the accessibility of the City's sidewalks.

Status: New Project Continuing Project

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$110,210</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$110,210</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

| | | | |
|---------------------------|--|---------------------------|--------------|
| Project Name: | Pavement Management Annual Program | Project Proponent: | Engineering |
| Project Number: | 2157 | Project Manager: | Engineering |
| Funding Source(s): | Gas Tax Sect. 2103 Prop. 111 Measure J Prop. 1B LSR | User Department: | Public Works |
| | | District: | Citywide |

| | Project Costs | | | | Operating Costs | Cost Savings |
|-------------------------------|-------------------------------|------------------|---------------------|---------------------|------------------------|---------------------|
| | Gas Tax Sect. 2103 | Prop. 111 | Measure J | Prop. 1B LSR | | |
| Prior Year Allocation* | \$924,500 | \$185,000 | \$1,570,052 | \$57,000 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$129,135 | \$800,000 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$133,909 | \$800,000 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$138,626 | \$1,000,000 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$1,000,000 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$1,000,000 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$1,500,000 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$1,500,000 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$1,500,000 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$1,500,000 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$1,500,000 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$924,500</u> | <u>\$586,670</u> | <u>\$13,670,052</u> | <u>\$57,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$15,238,222</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project is a holding account to fund pavement assessment and preservation projects.

Service Level: To be eligible for Federal funding of local streets and roads projects, the Metropolitan Transportation Commission requires that local jurisdictions have a certified pavement management program. Certification must be renewed every two years and requires inspection of pavement conditions of arterial and collector roads every two years and residential roads every five years. These assessments and the pavement management program are used to recommend pavement preservation, rehabilitation and replacement needs, as well as to calculate associated budgetary needs and meet all reporting requirements.

Pertinent Issue: To preserve and maintain the City's streets, it is important to use the right treatment at the right time and the right location.

Each year staff will determine the right strategy of pavement preservation to be utilized, including: slurry seal, cape seal (chip seal), micro surfacing, thin hot-mix asphalt (HMA) overlay, mill and fill with HMA and variations thereof which include rubberized asphalt. The pavement preservation strategy chosen will be dependent upon the current available funding and the priority roadways. As projects are identified, they are spun-out and implemented as the current year pavement project.

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All crack filling and sealing will be done throughout the City by street maintenance crews annually regardless of which pavement strategies are implemented and bid out each year.

Need: Provide well maintained roads to facilitate transportation of residents, goods and services for the enhancement of the quality of life and the economic development of the City. Pavement Management is an important strategy to extend the life of roadways.

Status: New Project Continuing Project

| | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------|---|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: <u>\$15,238,222</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: <u>\$15,238,222</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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| | | | |
|---------------------------|--|---------------------------|-------------------|
| Project Name: | Commerce Avenue Roadway Extension and Bridge at Pine Creek | Project Proponent: | Engineering |
| Project Number: | 1761 | Project Manager: | Engineering |
| Funding Source(s): | OSIP (420) OSIP Prior Citywide (410) Measure J Bond (Major Streets) See Pertinent Issue | User Department: | Public Works |
| | | District: | Northern District |

| | Project Costs | | | | Operating Costs | Cost Savings |
|-----------------------------------|----------------------|--------------------------------------|---|--------------------------------|------------------------|---------------------|
| | OSIP (420) | OSIP Prior Citywide (410) | Measure J Bond (Major Streets) | See Pertinent Issue | General Fund | |
| Prior Year Allocation* | \$792,457 | \$200,700 | \$5,534,432 | \$2,390,778 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$37,389 | \$467,633 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$4,589 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$4,727 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$4,869 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$5,015 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$5,165 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$5,320 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$5,480 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$5,644 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$5,813 | \$0 |
| Subtotal | <u>\$792,457</u> | <u>\$238,089</u> | <u>\$6,002,065</u> | <u>\$2,390,778</u> | <u>\$46,622</u> | <u>\$0</u> |
| TOTAL | <u>\$9,423,389</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Extend Commerce Ave from its current terminus south of Royal Industrial Way to Waterworld Parkway. This project also includes the construction of a new bridge over Pine Creek, widening of Waterworld Parkway at its northern end, installing a trail, and constructing a pedestrian bridge south of the new road.

Service Level: Increase traffic capacity and reduce traffic congestion on Market Street and Willow Pass Road by providing alternate access between Concord Avenue and Willow Pass Road.

Pertinent Issue: An alternate connection between Concord Avenue and Willow Pass Road will improve access from southbound Highway 242.

Staff received NEPA clearance in November 2009, which will be revalidated concurrent with design completion.

Permanent right-of-way agreements have been reached with 4 of 6 property owners. The 5th right-of-way agreement is 95% completed and staff is working with that property owner, as well as the Flood Control District (FCD) for the remaining parcels. Temporary construction easements were also acquired and will need to be extended.

The City is currently resolving both design and right-of-way issues with the Contra Costa County Flood

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Control District to acquire the necessary permits for construction. As the existing Pine Creek Channel was funded through the Army Corps of Engineers (ACOE), ACOE's approval is also required. FCD will coordinate submittal and approval of the proposed improvements through ACOE once FCD has approved the plans.

Additional funding is necessary to cover the increased design and right-of-way costs. An additional funding request is pending with CCTA.

The project funding includes a \$1.36M Federal Transportation Set Aside. See Pertinent Issue funding consists of the following funding sources: Redevelopment \$238,707, OSIP Zone1 \$772,071, Measure C/J \$20,000 and Federal Transportation Set Aside \$1,360,000. Measure C I-680 funding represents CCTA's total project allocation. Staff must request authorization from CCTA for all Measure C I-680/Measure J Bond funds prior to expenditure. The CCTA funds in this project: Measure C I-680/Measure J Bond (Measure C I-680's Successor), are used interchangeably. Redevelopment funds were spent prior to January 31, 2012.

After project completion, Parks annual operating costs are estimated to increase by \$5,000/year.

Need: To address projected traffic congestion along Market Street and Willow Pass Road.

Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$2,384,259 Design Costs: \$1,244,256 Construction Costs: \$3,824,626
 Contingency Costs: \$382,462 Other Costs: \$1,587,786 **Total: \$9,423,389**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Marsh Dr Bridge Over Walnut Creek Channel Seismic Retrofit
Project Proponent: Engineering

Project Number: 1854
Funding Source(s): State/Federal Seismic Funds Non Bond Measure C Local Prop. 1B Local Seismic Retrofit
Project Manager: Engineering
User Department: Public Works
 See Pertinent Issue
District: Northern District

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|---|------------------------|--|----------------------------|------------------------|---------------------|
| | <u>State/Federal Seismic Funds Non Bond</u> | <u>Measure C Local</u> | <u>Prop. 1B Local Seismic Retrofit</u> | <u>See Pertinent Issue</u> | | |
| Prior Year Allocation* | \$2,183,000 | \$150,000 | \$256,928 | \$349,052 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$2,183,000</u> | <u>\$150,000</u> | <u>\$256,928</u> | <u>\$349,052</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$2,938,980</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Retrofit the Marsh Drive Bridge over Walnut Creek to meet current seismic standards.

Service Level: Enhance the safety of the Marsh Drive Bridge.

Pertinent Issue: The bridge over Walnut Creek is co-owned by the City and Contra Costa County. This project was put on hold when the State suspended local matching funds for the Federal Seismic Retrofit Program, which funds 80% of bridge retrofit projects. Proposition 1B of the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, has allocated \$125 million towards funding the local match required of local agencies. Environmental studies for the Marsh Drive Bridge project were nearly completed in 2010 but are now outdated and will need to be updated.

The existing bridge restricts flows in Walnut Creek during a 100-year storm event. The retrofit will require additional columns to support the bridge and will further restrict flows and raise the water surface in the Creek. Staff has been working with the design consultant to reduce the impacts by reducing the column width. As the Creek is managed by the CCFCD and improvements to the creek were federally funded, approval is necessary from the Flood Control District and the Army Corps of Engineers. Since the bridge is currently an impediment to flows during a 100-year storm event, neither agency has accepted

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additional impacts to creek flows. The County Public Works Department, as co-owner of the bridge, is investigating a retrofit by replacement option. If feasible and funding can be allocated through the state's HBRR program, the County has indicated that they would move the project forward. This project is currently on hold with the exception of coordination pending the County's analysis.

The project has been placed on a list to be eligible for Proposition 1B Local Bridge Seismic Retrofit Account which provides local matches for Seismic Retrofit of Bridges. Staff will seek grant funding under Proposition 1B to fund the construction phase.

See Pertinent Issue funding consists of Prior Year funds: Gas Tax \$28,812, Gas Tax Sec. 2103 \$81,955 and AB2928 \$8,045, Federal/State Seismic Funds \$200,240, General Fund \$30,000, totaling \$349,052. Council approved an additional \$90,000 appropriation to complete environmental documentation, permits, and right-of-way certification.

Need: To bring the existing Marsh Drive Bridge to current seismic standards.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|--------------------------------|--|
| Cost Estimate By Category: | Administrative Costs: <u>\$60,000</u> | Design Costs: <u>\$392,000</u> | Construction Costs: <u>\$2,165,435</u> |
| | Contingency Costs: <u>\$216,545</u> | Other Costs: <u>\$105,000</u> | Total: <u>\$2,938,980</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Bailey Road Traffic Improvements

Project Proponent: Public Works

Project Number: 2049

Project Manager: Engineering

Funding Source(s): Traffic Mitigation Fees
Grant Funds

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|--------------------------------|--------------------|------------|------------------------|-----------------|---------------------|
| | <u>Traffic Mitigation Fees</u> | <u>Grant Funds</u> | | <u>General Fund</u> | | |
| Prior Year Allocation* | \$287,130 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$275,500 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$275,500 | \$2,041,000 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$6,144 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$6,328 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$6,518 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$6,714 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$6,915 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$838,130</u> | <u>\$2,041,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$32,619</u> | <u>\$0</u> |
| TOTAL | <u>\$2,879,130</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Project will construct traffic improvements at the intersections of Bailey Rd/Myrtle Dr and Bailey Rd/Concord Blvd.

Service Level: To improve traffic flow and intersection safety.

Pertinent Issue: The traffic mitigation fees from Pittsburg and Contra Costa County development projects will contribute approximately 25% of the design and construction costs for the intersection improvements. Grants are needed to fund the remaining costs. The Pittsburg and County mitigation fees will be collected and held until all of the funding for the project has been identified. To date developer projects in Pittsburg have contributed \$163,498 in mitigation fees. The \$172,000 represent the fees plus interest earned.

Bailey Road/Myrtle Drive: new traffic signal would be installed. Bailey Road/Concord Boulevard: both approaches on Bailey Road would be widened to construct a dedicated left-turn lane: traffic signal would be modified; sound walls would be constructed; and landscaping in the Bailey Road Park would be replaced.

The Bailey Road traffic improvements will be coordinated with the Naval Weapons Reuse Plan. The Naval Weapons developer(s) may fund the remaining project costs as part of the conditions to develop the Reuse Area.

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This project is included on the 2008 Central County Action Plan Project List.

Need: Traffic improvements at the intersections of Bailey Road/Myrtle Drive and Bailey Road/Concord Boulevard were identified as mitigation measures in Environmental Impact Reports approved by the City of Pittsburg and Contra Costa County. In the cumulative project scenario for all project EIRs, both intersections degrade to a Level-of-Service "F" without the improvements.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|--|--------------------------------|--|
| Cost Estimate By Category: | Administrative Costs: <u>\$181,000</u> | Design Costs: <u>\$297,000</u> | Construction Costs: <u>\$1,814,000</u> |
| | Contingency Costs: <u>\$250,000</u> | Other Costs: <u>\$292,000</u> | Total: <u>\$2,834,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Waterworld Parkway Bridge over Walnut Creek
Project Proponent: Engineering

Project Number: 2053
Funding Source(s): Measure J Bond (Major Streets) Redevelopment OSIP (420)
Project Manager: Engineering
User Department: Public Works

District: Northern District

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|---------------------------------------|----------------------|-------------------|------------|------------------------|---------------------|
| | <u>Measure J Bond (Major Streets)</u> | <u>Redevelopment</u> | <u>OSIP (420)</u> | | | |
| Prior Year Allocation* | \$3,000,000 | \$75,000 | \$13,408 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$3,000,000</u> | <u>\$75,000</u> | <u>\$13,408</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$3,088,408</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Construct a two-lane bridge over Walnut Creek connecting Waterworld Parkway with Meridian Park Boulevard.

Service Level: Enhances access to I-680 and SR 242. Improves traffic flow on the local street system.

Pertinent Issue: The CCTA Strategic Plan programmed \$9.0 million for this project. Due to higher priority projects that are of more urgent nature, the City requested a CCTA Strategic Plan Amendment to reprogram the \$9.0 million as follows:

- \$ 281,000 - Farm Bureau Road SR2S Improvements
- \$ 3,500,000 - Ygnacio Valley Rd. Permanent Restoration (Phase 2)
- \$2,219,000 - Clayton Rd/Treat Blvd/Denkinger Rd Intersection Improvements
- \$3,000,000 - Waterworld Parkway Bridge over Walnut Creek (this project)
- \$9,000,000 - TOTAL

The City's January 14, 2008 letter to the TRANSPAC Chair requested the above CCTA Strategic Plan Amendment. On January 24, 2008, the Technical Advisory Committee (TAC) approved the City's proposal. On February 14, 2008, TRANSPAC approved the proposal.

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The \$500,000 Measure J-Bond amount for the Galindo Creek Trail Gap Closure (to fund the westbound Ygnacio Valley Road landslide repair) per the recommending approval from TRANSPAC has been returned to this project (PJ 2053). This change in funding plan, suggested by CCTA staff, includes: CCTA programming an additional \$260,000 in Measure I-680 fund to the Commerce Avenue Project as part of the CCTA Strategic Plan update in July 2008; the City replacing the \$500,000 Measure J-Bond for the Galindo Creek Trail Gap Closure Project with local funds; and CCTA allowing the City to access the \$3.5 million Measure J fund balance in this project (PJ 2053) to fund any funding deficiencies in the other City projects in the CCTA Strategic Plan. To account for lower Measure J revenues due to the economic recession, the new 2009 update to the Measure J Strategic Plan calls for allocating \$2 million of Measure J funds to this project in FY 2011-12 with the remaining \$1.5 million to be allocated after FY 2014-15. Redevelopment funds were spent prior to January 31, 2012.

This project has been proposed for \$3.4 million STIP funding, which would be available in 2014 at the earliest.

This project is included on the 2008 Central County Action Plan Project List.

Need: The project will enhance the economic vitality of the area by providing a critical transportation link over Walnut Creek to connect vacant and underutilized parcels with access to I-680 and SR 242. This link will also reduce traffic congestion on Willow Pass Road and Concord Avenue. The project was identified as a critical transportation link in the Redevelopment Strategic Plan.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|--------------------|---------------------|---------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$3,088,408</u> | Total: | <u>\$3,088,408</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

| | |
|---|---------------------------------------|
| Project Name: Citywide Bridge Repair Program | Project Proponent: Engineering |
| Project Number: 2060 | Project Manager: Engineering |
| Funding Source(s): Federal Highway Bridge Program Measure J Measure C Local See Pertinent Issue | User Department: Public Works |
| | District: Citywide |

| | Project Costs | | | | Operating Costs | Cost Savings |
|-------------------------------|-----------------------------------|------------------|-----------------|------------------------|-----------------|--------------|
| | Federal Highway Bridge Program | Measure J | Measure C Local | See Pertinent Issue | | |
| Prior Year Allocation* | \$1,458,695 | \$456,000 | \$78,450 | \$24,705 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$1,169,697 | \$57,288 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$2,628,392</u> | <u>\$513,288</u> | <u>\$78,450</u> | <u>\$24,705</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$3,244,835</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: The project will provide maintenance repairs to 17 bridge structures in the City as determined by field inspection surveys. Work includes, but is not limited to: repair concrete spalling, replace joint seals, replace unsound concrete, perform deck sealing, and repair slope protection.

Service Level: Maintain existing bridge structures to current standards as pre-approved by the Federal Highway Administration (FHWA).

Pertinent Issue: The City conducted an assessment of the 31 local bridges within the City limits and based on the results, prepared the Bridge Preventive Maintenance Plan. The Plan outlined recommended repairs to 21 bridge structures. The City submitted the Plan to Caltrans for review and approval for funding in 2006. In 2011, Caltrans approved repair recommendations and funding allocations for 17 of the 21 bridges. Preliminary engineering for the bridges was completed in 2011. Based on the initial environmental assessments, with the concurrence of Caltrans, the repairs were divided into two groups:

Group 1 (six bridges) included those bridges where repairs included limited environmental documentation requirements:

- 28C-0034, Willow Pass Road Bridge over Mount Diablo Creek
- 28C-0189L, Diamond Boulevard Bridge over Walnut Creek Left
- 28C-0189R, Diamond Boulevard Bridge over Walnut Creek Right

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28C-0427, Cowell Road Bridge over Galindo Creek
 28C-0436, Walnut Avenue Bridge over Contra Costa Canal
 28C-0116, Kirker Pass Road Bridge over Mount Diablo Creek

Group 2 (remaining 11 bridges) included those bridges where the environmental documentation requirements were more extensive:

28C-0091L, Concord Avenue Bridge over Walnut Avenue Left
 28C-0091R, Concord Avenue Bridge over Walnut Avenue Right
 28C-0115, Ygnacio Valley Road Bridge over Galindo Creek
 28C-0183, Willow Pass Road Bridge over Walnut Creek
 28C-0221, Court Lane Bridge over Galindo Creek
 28C-0222, St. Francis Drive Bridge over Galindo Creek
 28C-0224, Whitman Road Bridge over SDM Channel
 28C-0278, Claudia Drive Bridge over Holbrook Channel
 28C-0357, San Miguel Road Bridge over Pine Creek
 28C-0361, Concord Boulevard Bridge over Mount Diablo Creek
 28C-0362, Ayers Road Bridge over Mount Diablo Creek

Final designs for the Group 1 bridges are underway with construction anticipated in Spring 2015. Environmental documentation for the Group 2 bridges is underway with construction anticipated in Spring 2016.

The environmental and design work for all 17 bridge locations will be done under federal project number (BPMP-5135(039)). Separate Federal project numbers will be used for ROW and Construction as follows: Group-1 ROW & Construction will be administered under federal project No. BPMP-5135(048) and Group-2 ROW & Construction will be administered under federal project No. BPMP-5135(049).

Pertinent Issue funding for prior years include: \$3,155 Gas Tax funds; \$15,000 Prop. 111 funds; and \$6,550 Gas Tax-Section 2103 funds, totaling \$24,705.

Need: To extend the life of existing bridges.

Status: New Project Continuing Project

Cost Estimate By Category:

| | | |
|--|--------------------------------|--|
| Administrative Costs: <u>\$160,000</u> | Design Costs: <u>\$350,000</u> | Construction Costs: <u>\$2,406,701</u> |
| Contingency Costs: <u>\$218,134</u> | Other Costs: <u>\$110,000</u> | Total: <u>\$3,244,835</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Commerce Avenue Pavement Rehabilitation **Project Proponent:** Engineering
Project Number: 2085
Funding Source(s): Measure J **Project Manager:** Engineering
Measure J Bond (Major Streets) **User Department:** Public Works
Prop. 1B LSR
See Pertinent Issue **District:** Northern District

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|---|-----------------|--------------------------------|------------------------|---------------------|
| | <u>Measure J</u> | <u>Measure J Bond (Major Streets)</u> | <u>Gas Tax</u> | <u>See Pertinent Issue</u> | | |
| Prior Year Allocation* | \$182,548 | \$830,000 | \$35,086 | \$15,711 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$182,548</u> | <u>\$830,000</u> | <u>\$35,086</u> | <u>\$15,711</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,063,345</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Project will reconstruct or resurface Commerce Ave from Concord Ave to the southern end of Commerce Ave.

Service Level: To maintain and improve City streets.

Pertinent Issue: The existing roadway on Commerce Avenue is failing and is in need of significant structural repairs and roadway resurfacing. The construction of this project will begin after Project No. 1761 (Commerce Avenue Roadway Extension and Bridge at Pine Creek) is complete to avoid damaging the new roadway.

Design of this project was placed on hold at the 60% stage. Sufficient funds remain in the budget as proposed above to complete the design and pavement rehab work once the bridge project (PJ1761) is completed.

See Pertinent Issue funding consists of Prior Year funds: Prop.111 \$13,259 and Prop 1B \$2,452.

Need: To create a structurally sufficient roadway connecting to the Commerce Avenue Bridge.

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Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$71,345 Design Costs: \$120,000 Construction Costs: \$800,000
 Contingency Costs: \$72,000 Other Costs: \$0 **Total: \$1,063,345**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Clayton Rd/Treat Blvd Intersection Capacity Improvements
Project Proponent: Engineering

Project Number: 2144
Funding Source(s): Measure J Bond (Major Streets) Prop. 111 Measure J See Pertinent Issue
Project Manager: Engineering
User Department: Public Works
District: Valley District

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|---------------------------------------|---------------------------|------------------|----------------------------|------------------------|---------------------|
| | <u>Measure J Bond (Major Streets)</u> | <u>Gas Tax Sect. 2103</u> | <u>Measure J</u> | <u>See Pertinent Issue</u> | | |
| Prior Year Allocation* | \$2,110,000 | \$73,492 | \$180,500 | \$126,508 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$219,000 | \$0 | \$414,500 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$2,329,000</u> | <u>\$73,492</u> | <u>\$595,000</u> | <u>\$126,508</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$3,124,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Widen the Clayton Road/Treat Blvd intersection and upgrade the traffic signal to an 8-phase design to improve the handling capacity and maximize the operational efficiency of the intersection during the peak periods.

Service Level: Project will improve the intersection level of service during weekday peak hours by increasing its handling capacity and reduce vehicle delay and queuing conditions. The proposed improvements will include widening the northbound Treat Blvd approach to include 2 LT lanes, 2 thru lanes and 1 RT lane, and upgrading the signal design to an 8-phase operation.

Pertinent Issue: The project design is 95% complete. The City Council adopted a Resolution of Necessity for the acquisition of the additional right-of-way required for construction of the project. Construction will be scheduled after the City has been granted possession of the right-of-way.

See Pertinent Issue: Prior year funding consists of \$11,508 Measure C and Prop.111 \$115,000 funds. CCTA Measure J Bond funding represents CCTA total project allocation. Staff must request authorization from CCTA for all measure J Bond funds prior to expenditure allocation.

Need: Project will improve traffic flow and reduce congestion along the Clayton Rd.-Treat Blvd corridor during

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the commute peak periods. This corridor is a Route of Regional Significance and is highly traveled by local and regional traffic.

Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$265,600 Design Costs: \$270,000 Construction Costs: \$2,085,000
 Contingency Costs: \$200,000 Other Costs: \$303,400 **Total: \$3,124,000**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Central Concord Pedestrian Improvements & Streetscape Project
Project Proponent: Public Works
Project Number: 2239
Funding Source(s): TLC Grant
 Measure J
 Measure C Local
 Gas Tax Sect. 2103
Project Manager: Engineering
User Department: Public Works
District: Citywide

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------|------------------------|---------------------------|------------------------|---------------------|
| | <u>TLC Grant</u> | <u>Measure J</u> | <u>Measure C Local</u> | <u>Gas Tax Sect. 2103</u> | | |
| Prior Year Allocation* | \$1,450,000 | \$0 | \$1,596 | \$312,404 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$1,008,200 | \$671,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$97,500 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$2,555,700</u> | <u>\$671,000</u> | <u>\$1,596</u> | <u>\$312,404</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$3,540,700</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project will construct pedestrian infrastructure improvements by installing secure crossings that will connect the Monument Corridor community to the business districts along Willow Pass Road.

Service Level: Enhance pedestrian and bicyclist safety in the immediate areas surrounding the vital Downtown mixed use area and extend the sense of community to BART riders and along Willow Pass Road, which serves as a gateway into Concord.

Pertinent Issue: This project will provide a traffic signal and secure crossings at Clayton Road and Sutter Street that will connect the Monument Corridor community to the bustling business districts along Willow Pass Road. It also provides wider sidewalks, seat walls to accommodate pedestrian respites and colored concrete intersection improvements to provide visibility for pedestrians. Lastly, the project includes bicycle route signage on Salvio Street and bike racks on Grant Street near BART, crosswalk upgrades and repairs, wayfinder kiosks, additional trash and recycling receptacles and safety and atmosphere lighting. The three separate phases are interrelated and will provide pedestrian-friendly transportation options throughout the City that will enhance the quality of life of Concord residents. The bicycle route improvements will be coordinated in conjunction with PJ2277 (Downtown Concord Bicycle Lane Improvements).

Need: The City is committed to providing a variety of transportation choices to enhance the community's

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mobility, which includes over 17 miles of Regional Trails, an airport, two BART stations, many local mass transit options, and is served by Interstate 680, and State Highways 4 and 242.

Status: New Project Continuing Project

Cost Estimate
By Category: Administrative Costs: \$0 Design Costs: \$500,000 Construction Costs: \$2,640,700
 Contingency Costs: \$400,000 Other Costs: \$0 **Total:** **\$3,540,700**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Farm Bureau Road Safe Route to School Improvements (Wren Avenue to Willow Pass Road)

Project Proponent: Public Works

Project Number: 2251

Funding Source(s): Safe Route To Schools (SR2S)
 Gas Tax
 Measure J Bond (Major Streets)
 OSIP (420)

Project Manager: Engineering

User Department: Transportation

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|-------------------------------------|------------------|---------------------------------------|-------------------|------------------------|---------------------|
| | <u>Safe Route To Schools (SR2S)</u> | <u>Gas Tax</u> | <u>Measure J Bond (Major Streets)</u> | <u>OSIP (420)</u> | | |
| Prior Year Allocation* | \$436,400 | \$148,000 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$281,000 | \$400,000 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$100,000 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$436,400</u> | <u>\$148,000</u> | <u>\$281,000</u> | <u>\$500,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,365,400</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This Safe Routes to School (SRTS) project will construct sidewalk, curb, gutter, ADA ramps, and the installation of a bicycle lane on Farm Bureau Road between Willow Pass Road and Wren Avenue. Additionally, the City added funds to rehabilitate the existing pavement on Farm Bureau Road from lip of gutter to the existing edge of pavement on the opposite side of the street.

Service Level: Enhance safety of students walking and bicycling to school by constructing sidewalk, curb and gutter, and designated bicycle lanes on both sides of Farm Bureau Road between Willow Pass Road and Wren Avenue. The project will also rehabilitate the existing pavement, construct sidewalk along the east side near Wren Ave to connect the gap, and install additional street lights.

Pertinent Issue: Installing sidewalk and ADA-compliant curb ramps will improve safety for children and other pedestrians who currently are forced to walk in the street or jaywalk to avoid muddy conditions during winter. A designated bicycle lane will also be provided. The project will coordinate with PG&E and other utility companies to relocate existing utility poles and streetlights, add regulatory required stormwater treatment and street resurfacing. In order to install these facilities, modification of existing properties will be necessary (conform work).

The City received a Caltrans SRTS grant to install the following improvements:

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- 1,100 linear feet (LF) of five-foot wide sidewalk, curb and gutter, and ADA-compliant curb ramps on the west side of Farm Bureau Road, between where the sidewalk ends near Willow Pass Road, to Wren Avenue; and
- Signing and striping designating a five-foot wide bicycle lane.

Relocation of utility poles and tree pruning will also be necessary to provide for the full cross section of improvements consisting of a 12-foot wide travel lane, a five-foot wide bicycle lane, and eight-foot wide on-street parking from Willow Pass Road to Wren Avenue.

The SRTS grant only covers the improvements along the west side of Farm Bureau Road. The additional funding will cover the pavement rehabilitation of the entire street, construct sidewalk along the east side near Wren Ave to connect the gap, and added street lights and bicycle lane along the east side.

Funding requirements require Construction Award by 12/29/2014, and Project Closeout by 12/28/2016.

Need:

Wren Avenue Elementary School is one of the schools with the greatest need for traffic and pedestrian safety improvements. The school currently has 550 students and bus transportation is not available. Approximately 425 students walk or bicycle to and from school each day. More than 25% of these students travel to school via Farm Bureau Road, which becomes muddy in wet weather due to lack of a paved shoulder. In addition, commuters often exceed the 35 mph speed limit while using the route as a shortcut. Parents and school officials discourage students from using the Contra Costa Canal Trail as an alternative, due to other safety concerns. The project will construct sidewalk, curb, gutter, and bicycle lanes on Farm Bureau Road between Willow Pass Road and Wren Avenue.

Status: New Project Continuing Project

**Cost Estimate
By Category:**

| | | | | | |
|-----------------------|-----------------|---------------|-----------------|---------------------|---------------------------|
| Administrative Costs: | <u>\$50,000</u> | Design Costs: | <u>\$90,000</u> | Construction Costs: | <u>\$1,120,400</u> |
| Contingency Costs: | <u>\$85,000</u> | Other Costs: | <u>\$20,000</u> | Total: | <u>\$1,365,400</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Farm Bureau Rd Pavement Reconstruction (Wren Avenue to Clayton Road) **Project Proponent:** Public Works

Project Number: 2252
Funding Source(s): Gas Tax **Project Manager:** Engineering
 OSIP (420) **User Department:** Public Works

District:

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|--------------------|------------------------|------------|---------------------|
| | <u>Gas Tax</u> | <u>OSIP (420)</u> | | | |
| Prior Year Allocation* | \$120,000 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$0 | \$150,000 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$220,000 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$290,000 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$300,000 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$80,000 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$120,000</u> | <u>\$1,040,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,160,000</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project is a holding/set aside account for future improvements of Farm Bureau Road between Wren Avenue and Clayton Road.

Service Level: Improve pedestrian and bicyclist safety, address ride-ability issues, and construct missing curb, gutter and sidewalk.

Pertinent Issue: Conceptual design and right-of-way assessment has been completed. The City will leverage available funds by seeking grant opportunities to fund the necessary improvements.

This project is related to and being designed in conjunction with PJ2251 (Farm Bureau Rd Safe Routes to School Improvements (Wren Ave to Willow Pass Rd).

Need: Farm Bureau Road between Willow Pass Road and Clayton Road, is on the City's 10-year plan of streets in need of pavement rehabilitation and is scheduled for Fiscal Year 2016-18. The City has received numerous complaints regarding the significant pavement structural problems. A recent pavement assessment yielded a Pavement Condition Index (PCI) that ranged between 34 and 61, which is considered poor to fair roadway conditions. Farm Bureau Road was patch-paved in May 2001, however a complete reconstruction is necessary to improve the PCI and address the ride-ability problems. As part of

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a reconstruction project, existing PG&E power poles will need to be relocated and sidewalks will need to be installed to provide an accessible path of travel.

Status: New Project Continuing Project

| | | | | | |
|----------------------|-----------------------|------------|---------------|--------------------|---|
| Cost Estimate | | | | | |
| By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$120,000</u> | Construction Costs: <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$1,040,000</u> | Total: <u>\$1,160,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: FY2013-14 Pavement Maintenance (Slurry Seal) **Project Proponent:** Engineering

Project Number: 2267 **Project Manager:** Engineering

Funding Source(s): Measure J **User Department:** Engineering

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Measure J</u> | | | | | |
| Prior Year Allocation* | \$1,368,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$1,368,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,368,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: As part of the City's Annual Pavement Maintenance Program (spin-off from PJ2157) construct up to 250,000 square yards of pavement maintenance improvements on various City Collector and Residential streets.

Service Level: Maintain existing City streets.

Pertinent Issue: Project is annual spin-out of PJ2157 (Pavement Management Annual Program). This project implements pavement management strategies including pavement repairs, slurry seals, cape seals and microsurfacing to maintain City streets as recommended through the City's pavement management program.

Need: Provide well-maintained roads to facilitate transportation of residents, goods and services for the enhancement of the quality of life and the economic development of the City. Pavement Management is an important strategy to extend the life of roadways.

Status: New Project Continuing Project

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| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--|
| Cost Estimate By Category: | Administrative Costs: <u>\$24,300</u> | Design Costs: <u>\$45,000</u> | Construction Costs: <u>\$1,159,881</u> |
| | Contingency Costs: <u>\$106,500</u> | Other Costs: <u>\$32,319</u> | Total: <u>\$1,368,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Detroit Avenue Pedestrian and Bicycle Improvements **Project Proponent:** CED Transportation

Project Number: 2276

Funding Source(s): CMAQ Congestion Mitigation Air Quality Measure J

Project Manager: Engineering

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---|------------------|------------|------------------------|-----------------|---------------------|
| | <u>CMAQ Congestion Mitigation Air Quality</u> | <u>Measure J</u> | | | | |
| Prior Year Allocation* | \$336,135 | \$65,000 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$1,818,180 | \$150,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$200,000 | \$0 | \$0 | \$9,000 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$9,270 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$9,548 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$9,835 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$10,130 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$10,433 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$10,746 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$11,069 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$11,402 | \$0 |
| Subtotal | <u>\$2,154,315</u> | <u>\$415,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$91,433</u> | <u>\$0</u> |
| TOTAL | <u>\$2,569,315</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Construct Complete Streets improvements including sidewalk and accessibility improvements, traffic signal improvements and bike lanes, along Detroit Avenue between Monument Boulevard and Clayton Road.

Service Level: Improve pedestrian and bicycle access on Detroit Avenue, to better serve the needs of the Monument Corridor community for all users including motorists, cyclists and pedestrians.

Pertinent Issue: This project was approved by CCTA and MTC for federal Congestion Mitigation and Air Quality (CMAQ) funding through the OneBayArea Grant (OBAG) program. Measure J funds will be used to fulfill the local match requirements for this federally-funded project.

City staff submitted a Request for Authorization to Design Documents to Caltrans in December 2013 and the field review with Caltrans and City staff took place Spring 2014. City staff is currently beginning the process to select a designer.

The project will cover the construction costs for traffic signals at the intersections of Detroit Avenue/Laguna Street and Detroit Avenue/Sunshine Drive/Lynn Avenue, as part of the OBAG grant for pedestrian and bicycle improvements along this corridor. These signals are warranted under State

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guidelines and are included on the OSIP list of improvements.

Need: There is a heavy demand for non-automobile travel on Detroit Avenue north of Monument Boulevard due to the presence of an elementary school and medium- to high-density residential housing along this corridor.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|--|--------------------------------|--|
| Cost Estimate By Category: | Administrative Costs: <u>\$206,500</u> | Design Costs: <u>\$132,750</u> | Construction Costs: <u>\$1,721,065</u> |
| | Contingency Costs: <u>\$344,000</u> | Other Costs: <u>\$165,000</u> | Total: <u>\$2,569,315</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Downtown Concord Bicycle Lane Improvements **Project Proponent:** CED Transportation

Project Number: 2277

Funding Source(s): CMAQ Congestion Mitigation Air Quality Measure J

Project Manager: Engineering

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---|------------------|------------|------------------------|------------|---------------------|
| | <u>CMAQ Congestion Mitigation Air Quality</u> | <u>Measure J</u> | | | | |
| Prior Year Allocation* | \$206,275 | \$40,000 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$988,684 | \$50,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$330,000 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$1,194,959</u> | <u>\$420,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,614,959</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Install Class II bike lanes in downtown Concord, including on (WB) Concord Boulevard and (EB) Clayton Road between Sutter Street and Grant Street, and on Grant Street and Oakland Avenue near the downtown BART station.

Service Level: This project will improve bicycle access and safety between the BART station and downtown Concord.

Pertinent Issue: This project was approved by CCTA and MTC for federal Congestion Mitigation and Air Quality (CMAQ) funding through the OneBayArea Grant (OBAG) program. Measure J funds will be used to fulfill the local match requirements for this federally-funded project.

The improvements will include reduction of vehicle lanes to provide Class II bike lanes, where feasible. The project will consist primarily of striping, signage and signal modifications, with no changes beyond the existing curb are contemplated. It will also include closure of the free U-turn movement from Concord Boulevard onto Clayton Road near Mira Vista Terrace, in order to enhance pedestrian and traffic safety in the area. The downstream intersection of Clayton Road/Ellis Street is signalized and will provide an alternative location to safely make this U-Turn movement.

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This project is a first step toward implementation of the Complete Streets concepts in downtown Concord by promoting an incremental approach to the creation of an integrated, connected network for all street users.

Need: Enable safe and convenient access to the downtown BART station for all modes of transportation.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|--------------------------------|--------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$56,700</u> | Design Costs: <u>\$200,000</u> | Construction Costs: <u>\$967,267</u> |
| | Contingency Costs: <u>\$193,453</u> | Other Costs: <u>\$197,539</u> | Total: <u>\$1,614,959</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: City of Concord Pavement Rehabilitation **Project Proponent:** CED Transportation
Project Number: 2292
Funding Source(s): STP/CMAQ **Project Manager:** Engineering
 Measure J **User Department:** Public Works
 District: Citywide

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------|------------------------|------------|---------------------|
| | <u>STP/CMAQ</u> | <u>Measure J</u> | | | |
| Prior Year Allocation* | \$0 | \$104,100 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$757,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$438,900 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$757,000</u> | <u>\$543,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$1,300,000</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Project includes grinding and resurfacing on Concord Blvd from Port Chicago Hwy to 6th Street, and on Arnold Industrial Way from Port Chicago Hwy to Pike Lane, including sidewalk and curb ramp upgrades.

Service Level: These improvements will assist in revitalizing heavily traveled roads that serve to provide commute and freight options, connecting businesses and residents with employment, education, retail and alternate transportation opportunities.

Pertinent Issue: This project is subject to approval by CCTA and MTC for federal STP/CMAQ Congestion Mitigation and Air Quality funding through the OneBayArea Grant (OBAG) program. Local Measure J funds will be used to fulfill the local match requirements for this federally-funded project.

Concord Boulevard (Port Chicago Hwy to 6th Street) is a major thoroughfare in this area, leading traffic east-west and connects to Hwy 242. This heavily traveled commute route is on the City of Concord’s pavement priority list, with a cumulative PCI of less than 60. This project will be the 2nd section of a 3-phase project to rehabilitate Concord Boulevard which connects Concord with many nearby cities including Clayton, and outlying Pittsburg/Antioch via Kirker Pass Road.

Arnold Industrial Parkway (Port Chicago Hwy to Pike Lane) is the heart of the City’s freight, trucking and industrial community, with easy access to Hwy 4. Years of withstanding the weight of oversized trucking

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and hauling equipment has taken its toll on this road and brought its PCI level down to less than 60. Recent projects in the area include one complete traffic signal construction and installation, with another signal project currently in the construction phase. This project will revitalize this up and coming industrial and retail area by providing the improved street quality so important to interstate commerce within the City.

In January 2014, MTC approved the project for execution in FY 2014-15. The deadline for submission of Request for Authorization to Design Documents is February 1, 2015. Construction is anticipated in Fall 2016.

Need: Provide well maintained roads to facilitate transportation of residents, goods and services for the enhancement of the quality of life and the economic development of the City. Pavement Management is an important strategy to extend the life of roadways.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------|---------------------|---------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$1,300,000</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$1,300,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Concord Boulevard PG&E Power Pole Relocation & Paving Rehabilitation

Project Proponent: Engineering

Project Number: 2296

Funding Source(s): Grant Funds
OSIP (420)
Measure J

Project Manager: Engineering

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|-------------------|------------------|------------------------|---------------------|
| | <u>Grant Funds</u> | <u>OSIP (420)</u> | <u>Measure J</u> | | |
| Prior Year Allocation* | \$0 | \$49,000 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$298,000 | \$0 | \$55,000 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$298,000</u> | <u>\$49,000</u> | <u>\$55,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$402,000</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project completes the improvements initiated under CIP PJ2052 (Concord Blvd Sidewalk – Farm Bureau Road to Sixth Street) and will include paving of the eastbound shoulder and installation of parking and bike lanes.

Service Level: Project will allow for smoother traffic flow and bike lanes along Concord Blvd.

Pertinent Issue: This project is related to PJ2052 which was created to address the replacement of the sidewalks along the north and south sides of Concord Blvd that were installed in piecemeal fashion as a condition for the subdivisions in this area, as well as the installation of bike lanes along Concord Blvd.

City staff received a grant through MTC TIP-Amendment Program funds to implement this project. Staff has been working with various utility companies to relocate their facilities to accommodate the scope of the project; unfortunately, they were unable to complete the relocation of the facilities in advance of the required construction timeline. The City initiated construction in July 2010 with completion in December 2011, deferring shoulder work until the utilities could be relocated.

This project was created to allow for the coordination with PG&E and other utilities to relocate their facilities, complete the roadway paving, and install the bike lanes.

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Caltrans has allocated funds for the completion of this project. The design is complete and construction will follow the relocation of the utilities, anticipated during Summer 2014.

Need: This project is necessary to improve safety in the public right-of-way.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$33,000</u> | Design Costs: <u>\$21,000</u> | Construction Costs: <u>\$310,000</u> |
| | Contingency Costs: <u>\$30,000</u> | Other Costs: <u>\$148,000</u> | Total: <u>\$542,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: FY14/15 Pavement Condition Assessment **Project Proponent:** Engineering
Project Number: 2298
Funding Source(s): Gas Tax **Project Manager:** Engineering
User Department: Engineering

District:

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------------|---------------------|
| | <u>Gas Tax</u> | | |
| Prior Year Allocation* | \$30,000 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | |
| 2014-15 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$30,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$30,000</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: This project includes the assessment of all arterial and collector street segments and approximately one-half of the residential streets, as well as an update to the City’s pavement management program to include the assessment results and generate the network reports required by MTC.

Service Level: To maintain eligibility for regional and federal funding, MTC requires local jurisdictions to maintain a pavement management program to track pavement conditions and needs assessments for reporting purposes. Arterial and Collector streets are required to be assessed once every two years with residential streets assessed once every five years. The City uses its Pavement Management Program to help prioritize streets selected for treatment.

Pertinent Issue: City staff also applied for and received a Pavement Management Technical Assistance Program (P-TAP) Grant from the Metropolitan Transportation Commission (MTC) to help offset costs associated with the pavement condition assessment. The PTAP grant includes direct payment to an MTC-appointed consultant to conduct the assessment and is not listed here as a monetary allocation. These funds will be used to cover the City's match requirement.

Each year staff determines which pavement preservation strategy or combination of strategies to implement to preserve and extend the life of the City’s streets. As specific pavement restoration projects move toward implementation, funding for each individual project for the fiscal year is transferred into a

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new project number (“spin-off”) to allow for expenditure tracking by project. Project No. 2298 (FY14/15 Pavement Condition Assessment) is a FY 2014-15 “spin off” of Project No. 2157.

Need: Project No. 2298 (FY14/15 Pavement Condition Assessment) responds to the requirements of the City’s Annual Pavement Maintenance Program to assess the City’s streets on an annual basis and ensure the most efficient use of the City’s pavement maintenance funds.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|-----------------|---------------------|------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$30,000</u> | Construction Costs: | <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$30,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
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Project Name: Franquette Pedestrian & Bicycle Trail Connection Project

Project Proponent: Public Works

Project Number: LSR-1303

Funding Source(s): CC Pedestrian, Bicycle & Trail Facilities Measure J

Project Manager: Engineering

User Department: Public Works

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|--|------------------|------------|------------|------------------------|---------------------|
| | <u>CC Pedestrian, Bicycle & Trail Facilities</u> | <u>Measure J</u> | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$470,000 | \$25,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$25,000 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$470,000</u> | <u>\$50,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$520,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project is the recipient of a CC-Pedestrian, Bicycle and Trail Facilities (PBTF) grant to construct trail, curb, gutter, sidewalk and provide bike route signage along Meadow Ln and Market St to the tunnel under Hwy 242, as well as installation of bike route signage along Franquette Ave to Willow Pass Rd.

Service Level: Enhance pedestrian and bicyclist safety in the immediate areas surrounding the vital Downtown mixed use area and extend the sense of community to BART riders and along Willow Pass corridor, which serves as a gateway into Concord.

Pertinent Issue: This project will extend the trail that was constructed under Project No. 2169 (Monument Corridor Pedestrian and Bikeway Network Improvements). Project elements include construction of a Class I trail, new curb, gutter, sidewalk and bike route signage along Meadow Lane/Market Street, to an existing tunnel under Highway 242. The project also includes installation of new curb, gutter and sidewalk with sharrows along Franquette Avenue where it will join the Iron Horse Trail across Willow Pass Road to Waterworld Parkway with new bike signage and a connection to the trail constructed as part of Project No. 1761 (Commerce Ave Roadway Extension and Bridge at Pine Creek).

This project is the recipient of a PBTF grant in the amount of \$470,000. Grant funding will become available July 1, 2014. City will provide \$50,000 in local matching funds.

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Need: The City is committed to providing a variety of transportation choices to enhance the community's mobility, which includes over 17 miles of Regional Trails, an airport, two BART stations, many local mass transit options, and is served by Interstate 680, and State Highways 4 and 242.

Status: New Project Continuing Project

| | | | | | |
|----------------------|-----------------------|-----------------|---------------|-----------------|--------------------------------------|
| Cost Estimate | | | | | |
| By Category: | Administrative Costs: | <u>\$60,000</u> | Design Costs: | <u>\$45,000</u> | Construction Costs: <u>\$340,000</u> |
| | Contingency Costs: | <u>\$35,000</u> | Other Costs: | <u>\$40,000</u> | Total: <u>\$520,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Street Legends and Markings Replacement **Project Proponent:** Public Works
Project Number: PW-1509 **Project Manager:** Joe Tagliaboschi
Funding Source(s): Gas Tax Sect. 2103 **User Department:** Public Works

District:

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------------|---------------------|
| Gas Tax Sect. 2103 | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | |
| 2014-15 | \$50,000 | \$0 | \$0 |
| 2015-16 | \$50,000 | \$0 | \$0 |
| 2016-17 | \$50,000 | \$0 | \$0 |
| 2017-18 | \$50,000 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$200,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$200,000</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: Repair and/or replace various streets legends and markings in higher traffic areas throughout the City. This project will also replace long-line stripes and raised pavement markers that have reached the end of their service life.

Service Level: Improve the visibility of pavement markings and striping.

Pertinent Issue: This project could recognize some budgetary savings if it could be included as an additional bid item in the City's annual paving program.

Need: The current legends and markings have reached the end of their service life and need to be replaced. The specific legends are in high traffic areas and would be more efficiently installed by markings contractors. Additionally, the City does not have the proper equipment to install long-line markings.

Status: New Project Continuing Project

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| | | | | | |
|----------------------|-----------------------|------------|---------------|------------|--------------------------------------|
| Cost Estimate | | | | | |
| By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: <u>\$200,000</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: <u>\$200,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Cowell Road Safety Enhancements

Project Proponent: CED Transportation

Project Number: TIP-1507

Project Manager: Engineering

Funding Source(s): TDA Grant
Measure J

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------|------------|------------------------|------------|---------------------|
| | <u>TDA Grant</u> | <u>Measure J</u> | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$92,500 | \$21,000 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$92,500</u> | <u>\$21,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$113,500</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project will install bulb-outs, actuated Rectangular Rapid Flashing Beacons (RRFBs), and warning signage at and in advance of the uncontrolled crosswalk on Cowell Road at St. Francis Drive.

Service Level: These improvements will greatly increase the safety of pedestrians, bicyclists and school children traveling to and from Concord Community Park and Pool, and El Monte Elementary School, by providing a safe and protected crosswalk and sidewalk enhancements.

Pertinent Issue: Staff applied for a \$105,000 grant through the FY 2014-15 Transportation Development Act (TDA) Article 3 funding program, and was awarded \$92,500. These TDA funds will be used to install an actuated Rectangular Rapid Flashing Beacon (RRFB) system and curb extensions at an existing pedestrian crossing on Cowell Road at St. Francis Drive, which is a designated school crossing near Concord Community Park, home of the City’s community pool. This improvement will enhance pedestrian safety at this location by increasing drivers’ awareness of potential pedestrian conflicts with vehicles.

Need: Cowell Road is heavily traveled by pedestrians and cyclists as many local residents make their way to Concord Community Park, and school-age children travel to and from nearby El Monte Elementary School. One intersection in particular, Cowell Road at St. Francis Drive, is a major concern for the City of Concord. This is the closest intersection to the entrance to Concord Community Park and includes one of only two crosswalks that connect the Park to the surrounding residential area. This is an unprotected, unlit

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crosswalk that puts pedestrians and bicyclists at risk while traversing busy Cowell Road. Additionally, this crosswalk serves as an important link in the school walk route leading to El Monte Elementary School via a system of path connections across the Park.

Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|-----------------|---------------|----------------|---------------------|-------------------------|
| Cost Estimate | Administrative Costs: | <u>\$16,750</u> | Design Costs: | <u>\$5,000</u> | Construction Costs: | <u>\$77,000</u> |
| By Category: | Contingency Costs: | <u>\$8,040</u> | Other Costs: | <u>\$6,710</u> | Total: | <u>\$113,500</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Battery Backups for Traffic Signals

Project Proponent: Public Works

Project Number: 2282

Project Manager: Joe Tagliaboschi

Funding Source(s): Gas Tax Sect. 2103

User Department: Public Works

District:

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|---------------------------|------------------------|---------------------|
| Prior Year Allocation* | <u>Gas Tax Sect. 2103</u> | | |
| | \$300,000 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | |
| 2014-15 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$300,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$300,000</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: Remove and replace existing failed batteries.

Service Level: Maintain uninterrupted operations of signalized intersections.

Pertinent Issue: Battery backup systems are a critical component for keeping traffic signals operating during power outages. Many of the City's battery backups have reached the end of service life. Batteries will placed on a replacement schedule of 20% a year.

Need: To protect against power failures with back up battery power for signalized intersections.

Status: New Project Continuing Project

Cost Estimate By Category: Administrative Costs: \$0 Design Costs: \$0 Construction Costs: \$300,000

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Contingency Costs: \$0 Other Costs: \$0 **Total: \$300,000**

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Install Traffic Signal at Oak Grove Rd./Smith Ln
Project Proponent: Transportation
Project Number: 2283
Funding Source(s): HSIP (Highway Safety Imp. Program) Measure J
Project Manager: Engineering
User Department: Transportation
District: Valley District

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---|------------------|------------------------|------------|---------------------|
| | <u>HSIP (Highway Safety Imp. Program)</u> | <u>Measure J</u> | | | |
| Prior Year Allocation* | \$66,900 | \$7,500 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$368,200 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$41,000 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$435,100</u> | <u>\$48,500</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$483,600</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Install new traffic signal and related improvements at the intersection of Oak Grove Road and Smith Lane.

Service Level: Enhance pedestrian and traffic safety by installing traffic signal and related roadway improvements at intersection located where St. Francis of Assisi Parish and School abuts the east side of Oak Grove Road.

Pertinent Issue: The installation of traffic signal and related roadway improvements will significantly decrease the occurrence of the types of collisions currently happening at this location and considerably improve safety for both motorists and pedestrians. Overall, driver confusion will be significantly reduced by providing orderly movement through the intersection for both vehicular and pedestrian traffic. Traffic entering/exiting the adjacent driveways will be coordinated with roadway traffic to provide safe turn movements. Count-down pedestrian and audible signals will significantly improve pedestrian safety. Intersection lighting will also be improved.

This project is being designed and is planned to be constructed concurrently with other federally funded traffic signal improvement projects: PJ2285 (Willow Pass Rd & Nearby Intersections Traffic Signal Upgrades); PJ2286 (Concord Blvd Traffic Signal Upgrades @ Sixth St, Farm Bureau Rd, Clayton Way & West St); PJ2293 (Install Traffic Signal @ Oak Grove/Sierra Rd); and TIP-1508 (Install Traffic Signal @

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Treat Blvd/San Miguel Rd).

Need: The need for signal improvements at this location arises from series of accidents occurring as a result of a number of common factors, including general driver confusion and inattention due simply to the large number of activities occurring at the intersection, numerous conflicting movements between through-moving vehicles and vehicles turning into and/or out of either Smith Lane or the St. Francis of Assisi Parish or School driveways, congestion-related traffic queuing on Oak Grove Road through the intersection and either blocking movements onto Smith Lane or the driveways or obscuring lines of sight, pedestrian/vehicular conflicts due to the school zone crossings, and conflicts with vehicles and transit busses using the pull-out.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$37,200</u> | Design Costs: <u>\$44,400</u> | Construction Costs: <u>\$372,000</u> |
| | Contingency Costs: <u>\$30,000</u> | Other Costs: <u>\$0</u> | Total: <u>\$483,600</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Traffic Signal and Geometric Improvements **Project Proponent:** Transportation
Project Number: 2284 **Project Manager:** Transportation
Funding Source(s): OSIP (420) **User Department:** Public Works
District: Citywide

| | <u>Project Costs</u> | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------------|---------------------|
| | <u>OSIP (420)</u> | | |
| Prior Year Allocation* | \$100,000 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | |
| 2014-15 | \$125,000 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$225,000</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$225,000</u> | | |

Statement of Need, Service Level, and Issue:

Project Description: Design traffic signals at Detroit Ave./Laguna St. and Detroit Ave./Sunshine Drive and geometric improvements at Clayton Rd./Schenone Ct. This project helps develop projects, provide PS&E and spin out individual OSIP projects as funding allows.

Service Level: Increase service capacity; and enhance pedestrian and traffic safety.

Pertinent Issue: As projects are identified, they are spun-out into new projects and managed by the Engineering Capital Improvement Program (CIP) Division. The Transportation Division will manage the PS&E phase of these particular improvements through completion.

These improvements are planned as part of the OSIP program with design that began in FY 2013-14.

- 1) Clayton Road/Schenone Court geometric improvements.
- 2) Detroit Avenue/Sunshine Drive/Lynn Avenue traffic signal.
- 3) Detroit Avenue/Laguna Street traffic signal.

Design of traffic signals will be at 95% completion during Summer 2014. Completion of 100% design and construction will be coordinated with the implementation of PJ2276 (Detroit Ave Pedestrian and Bicycle Improvements). Design of geometric improvements at Clayton Rd/Schenone Court is nearing completion

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and will be constructed in Summer 2014.

Need: Traffic Signal and Geometric Improvements throughout the city based on the OSIP program. Staff to seek outside funding for the construction phase.

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$225,000</u> | Construction Costs: | <u>\$0</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$225,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Willow Pass Rd and Nearby Intersections Traffic Signal Upgrades
Project Proponent: Transportation

Project Number: 2285
Funding Source(s): HSIP (Highway Safety Imp. Program) Measure J
Project Manager: Engineering

User Department: Transportation

District:

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---|------------------|------------------------|------------|---------------------|
| | <u>HSIP (Highway Safety Imp. Program)</u> | <u>Measure J</u> | | | |
| Prior Year Allocation* | \$89,200 | \$10,000 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$627,500 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$69,800 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$716,700</u> | <u>\$79,800</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$796,500</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace existing permissive/protected left-turn (LT) phases and signal heads with protected LT phases and signal heads on existing poles and mast arms; install new protected LT phases and signal heads on new poles and mast arms for exist LT lanes. Pedestal mounted heads for Parkside Drive (SB direction only) at Willow Pass Road and for Sixth St. (both directions) at Willow Pass Road will be replaced by mast arm signal heads.

Service Level: Enhance traffic safety by installing protected left-turn phasing for Willow Pass Road (at Galindo St, Grant St, Parkside Dr, and Sixth St), for Market Street at Fry Way and for Salvio Street at East Street intersections.

Pertinent Issue: For all locations, eliminating "permissive" left turns and/or providing consistent "protected" left-turn phasing for the Willow Pass Road corridor will serve to clearly assign right-of-way for left-turning vehicles, reduce driver confusion and ultimately reduce accidents. Additionally, signal timing will be lengthened for left turning from Willow Pass Road and Market St onto the side streets to make up the loss of the "permissive" portion of the "protected/permissive" phase.

This project is being designed and is planned to be constructed concurrently with other federally funded traffic signal improvement projects: PJ2283 (Install Traffic Signal @ Oak Grove Rd/Smith Ln); PJ2286

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(Concord Blvd Traffic Signal Upgrades @ Sixth St, Farm Bureau Rd, Clayton Way & West St); PJ2293 (Install Traffic Signal @ Oak Grove/Sierra Rd); and TIP-1508 (Install Traffic Signal @ Treat Blvd/San Miguel Rd).

Need: The improvements were identified based on observed increases in collisions for left-turning vehicles on Willow Pass Road and nearby arterial roadways at the selected intersections, due to increased traffic volumes that reduce the number of clear turning opportunities.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$65,400</u> | Design Costs: <u>\$69,200</u> | Construction Costs: <u>\$631,900</u> |
| | Contingency Costs: <u>\$30,000</u> | Other Costs: <u>\$0</u> | Total: <u>\$796,500</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Concord Blvd. Traffic Signal Upgrades (at Sixth St., Farm Bureau Rd., Clayton Way, and West St.)

Project Proponent: Transportation

Project Number: 2286

Funding Source(s): HSIP (Highway Safety Imp. Program)
Prop. 111

Project Manager: Engineering

User Department: Transportation

District:

| | <u>Project Costs</u> | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|---|------------------|------------------------|------------|---------------------|
| | <u>HSIP (Highway Safety Imp. Program)</u> | <u>Prop. 111</u> | | | |
| Prior Year Allocation* | \$30,000 | \$3,400 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | |
| 2014-15 | \$194,400 | \$21,700 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$224,400</u> | <u>\$25,100</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$249,500</u> | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Replace existing permissive/protected left-turn (LT) phases and signal heads with protected LT phases and signal heads on existing poles and mast arms; install new protected LT phases and signal heads on new poles and mast arms for exist LT lanes. Pedestal mounted signal heads for Sixth Street will be replaced by mast arm signal heads at Concord Blvd.

Service Level: Enhance traffic safety by installing protected left-turn phasing and mast arm signals at identified intersections.

Pertinent Issue: For all locations, eliminating "permissive" left turns and/or providing consistent "protected" left-turn phasing for the Concord Blvd corridor will serve to clearly assign right-of-way for left-turning vehicles, reduce driver confusion and ultimately reduce accidents. Additionally, signal timing will be lengthened for left turning from Concord Blvd onto the side streets to make up the loss of the "permissive" portion of the "protected/permissive" phase.

This project is being designed and is planned to be constructed concurrently with other federally funded traffic signal improvement projects: PJ2283 (Install Traffic Signal @ Oak Grove Rd/Smith Ln); PJ2285 (Willow Pass Rd and Nearby Intersections Traffic Signal Upgrades); PJ2293 (Install Traffic Signal @

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Oak Grove/Sierra Rd); and TIP-1508 (Install Traffic Signal @ Treat Blvd/San Miguel Rd).

Need: The improvements were identified based on observed increases in collisions for left-turning vehicles on Concord Blvd at the selected intersections, due to increased traffic volumes that reduce the number of clear turning opportunities.

Status: New Project Continuing Project

| | | | |
|---------------------------------------|---------------------------------------|-------------------------------|--------------------------------------|
| Cost Estimate By Category: | Administrative Costs: <u>\$21,600</u> | Design Costs: <u>\$30,000</u> | Construction Costs: <u>\$179,500</u> |
| | Contingency Costs: <u>\$18,400</u> | Other Costs: <u>\$0</u> | Total: <u>\$249,500</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Install Traffic Signal at Oak Grove Rd/Sierra Rd

Project Proponent: CED Transportation

Project Number: 2293

Project Manager: Transportation

Funding Source(s): STP/CMAQ
Prop. 111

User Department: Public Works

District: Southern District

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------------|------------|------------|------------------------|---------------------|
| | <u>STP/CMAQ</u> | <u>Prop. 111</u> | | | | |
| Prior Year Allocation* | \$100,000 | \$65,415 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$404,900 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$504,900</u> | <u>\$65,415</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$570,315</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Install new traffic signal and related improvements at the intersection of Oak Grove Road and Sierra Road.

Service Level: Enhance safety by installing traffic signal and related improvements at the intersection of Oak Grove Road and Sierra Road where children cross the street on foot or on bicycle en route to school.

Pertinent Issue: This project is subject to approval by CCTA and MTC for federal Surface Transportation Program Congestion and Mitigation and Air Quality (STP/CMAQ) funding through the Safe Routes to School program. Gas Tax and Local Measure J funds will be used to fulfill local match requirements for federal funding.

The project funding plan will cover the design and construction costs for a new traffic signal at the intersection of Oak Grove Road and Sierra Road. The signal is warranted based on traffic volumes per MUTCD guidelines.

The traffic signal installation will include an advance SIGNAL AHEAD warning system with flashing beacons in each direction of Oak Grove Road to account for limited sight distance on the approach to Sierra Road.

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Project approval was received from MTC via CCTA in November 2013. City staff submitted a Request for Authorization to Design Documents to Caltrans in January 2014. City staff will begin the process of selecting the design consultant upon receipt of authorization from Caltrans.

This project is being designed and is planned to be constructed concurrently with other federally funded traffic signal improvement projects: PJ2283 (Install Traffic Signal @ Oak Grove Rd/Smith Ln); PJ2285 (Willow Pass Rd and Nearby Intersections Traffic Signal Upgrades); PJ2286 (Concord Blvd Traffic Signal Upgrades @ Sixth St, Farm Bureau Rd, Clayton Way & West St); and TIP-1508 (Install Traffic Signal @ Treat Blvd/San Miguel Rd).

Need:

Currently there is a STOP sign controlling traffic flow on Sierra Road, with no traffic control or marked crosswalk(s) in place on Oak Grove Road at this intersection. School children and other pedestrians cross Oak Grove Road at this location despite an apparent risk of potential conflict with vehicles where the street curves in both directions, hence limiting sight distance of pedestrians. The proposed signal improvements will address pedestrian safety concerns at this intersection.

Status: New Project Continuing Project

**Cost Estimate
By Category:**

| | | | | | |
|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Administrative Costs: | <u>\$44,000</u> | Design Costs: | <u>\$52,000</u> | Construction Costs: | <u>\$438,915</u> |
| Contingency Costs: | <u>\$35,400</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$570,315</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Traffic Signal Head Retrofit

Project Proponent: Public Works

Project Number: PW-1510

Project Manager: Joe Tagliaboschi

Funding Source(s): Gas Tax

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|------------|------------|------------------------|------------|---------------------|
| | <u>Gas Tax</u> | | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$40,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$100,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$240,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$240,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This project will include the upgrade of 160 existing 8" signal heads to new 12" signal heads with LED lights.

Service Level: Maintain safety standards for signalized intersections.

Pertinent Issue: There are currently 160 12" signal heads on-hand, which had been ordered by the Transportation division for installation by maintenance staff. Unfortunately, due to staffing issues, this is not possible as it takes too much time away from regular maintenance activities. Each of these installations is unique and will require some fabrication for the frame that holds the new signal heads.

This will complete the installation of all the City's signals to 12" LED. The materials were procured two years ago and need to be installed.

Need:

Status: New Project Continuing Project

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| | | | | | | |
|---------------------------------------|-----------------------|------------|---------------|------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: | <u>\$240,000</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$240,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

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Project Name: Install Traffic Signal @ Treat Blvd/San Miguel Rd
Project Proponent: CED Transportation

Project Number: TIP-1508
Funding Source(s): HSIP (Highway Safety Imp. Program)
Project Manager: Abul Hossain

Measure J
User Department: Public Works

District:

| | <u>Project Costs</u> | | | | <u>Operating Costs</u> | <u>Cost Savings</u> |
|-------------------------------|---|------------------|------------|------------|------------------------|---------------------|
| | <u>HSIP (Highway Safety Imp. Program)</u> | <u>Measure J</u> | | | | |
| Prior Year Allocation* | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$67,500 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$382,500 | \$50,000 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$450,000</u> | <u>\$50,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$500,000</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Install a new traffic signal and related improvements at the intersection of Treat Boulevard and San Miguel Road.

Service Level: Enhance pedestrian and traffic safety including Contra Costa Canal Trail users by installing a traffic signal and constructing roadway improvements.

Pertinent Issue: The installation of a traffic signal and related roadway improvements will significantly decrease collisions currently taking place at this intersection and will considerably improve safety for both motorists and pedestrians. Installation of "Left Turn Arrow" signals will provide a secure environment for left turning traffic from Treat Boulevard onto San Miguel Road. Pedestrian and trail users (to access Contra Costa Canal Trail) will also be assisted to cross both Treat Boulevard and San Miguel Road safely through countdown pedestrian signal indications.

This project is being designed and is planned to be constructed concurrently with other federally funded traffic signal improvement projects: PJ2283 (Install Traffic Signal @ Oak Grove Rd/Smith Ln); PJ2285 (Willow Pass Rd and Nearby Intersections Traffic Signal Upgrades); PJ2286 (Concord Blvd Traffic Signal Upgrades @ Sixth St, Farm Bureau Rd, Clayton Way & West St); and PJ2293 (Install Traffic Signal @ Oak Grove/Sierra Rd).

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Need: The need for signal improvements at this location arises from a series of accidents which occurred as a result of a number of common factors, including general driver confusion due to the large number of activities happening at the intersection.

Status: New Project Continuing Project

| | | | | | | |
|----------------------|-----------------------|-----------------|---------------|-----------------|---------------------|-------------------------|
| Cost Estimate | Administrative Costs: | <u>\$40,000</u> | Design Costs: | <u>\$55,000</u> | Construction Costs: | <u>\$375,000</u> |
| By Category: | Contingency Costs: | <u>\$30,000</u> | Other Costs: | <u>\$0</u> | Total: | <u>\$500,000</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Utility Undergrounding Project

Project Proponent: Engineering

Project Number: 1228

Project Manager: Engineering

Funding Source(s): Rule 20A

User Department: Public Works

District: Citywide

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|-------------------------------|------------|------------------------|------------|---------------------|
| | <u>Rule 20A</u> | <u>Developer Contribution</u> | | | | |
| Prior Year Allocation* | \$382,615 | \$42,500 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$382,615 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$4,208,765</u> | <u>\$42,500</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$4,251,265</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: This is a holding account for the creation of utility undergrounding districts throughout the City.

Service Level: The undergrounding of utilities improves safety and removes visual clutter along roadways.

Pertinent Issue: PG&E “Rule 20A” credits are allocated to the City on January 1 of each year to fund undergrounding existing overhead electric utilities. Other utilities (i.e. cable and telephone) are required to underground consistent with the adoption of underground utility districts. Since Rule 20A funds may not be used for building, reconnect or street light replacement, the City must identify a funding source such as property owners, to cover these costs. Other revenue sources will be determined as each project is developed.

This project is a holding account project. As matching funds become available, the City will consider using the Rule 20A funds to implement a project (i.e., when a developer agrees to provide matching funds as part of its development), the City may decide to use its Rule 20A allocation.

Need: Enhance Concord's competitiveness in attracting new business through projects which improve the appearance of the City.

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Status: New Project Continuing Project

| | | | | | |
|----------------------|-----------------------|------------|---------------|------------|---------------------------------------|
| Cost Estimate | | | | | |
| By Category: | Administrative Costs: | <u>\$0</u> | Design Costs: | <u>\$0</u> | Construction Costs: <u>\$382,615</u> |
| | Contingency Costs: | <u>\$0</u> | Other Costs: | <u>\$0</u> | Total: <u>\$382,615</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Market St Utility Undergrounding (Willow Pass to Fryway)

Project Proponent: Engineering

Project Number: 2111

Funding Source(s): Rule 20A
 Developer Contribution

Project Manager: Engineering

User Department: Public Works

District:

| | <u>Project Costs</u> | | | <u>Operating Costs</u> | | <u>Cost Savings</u> |
|-------------------------------|----------------------|-------------------------------|------------|------------------------|------------|---------------------|
| | <u>Rule 20A</u> | <u>Developer Contribution</u> | | | | |
| Prior Year Allocation* | \$388,500 | \$39,000 | \$0 | \$0 | \$0 | \$0 |
| <u>Fiscal Year</u> | | | | | | |
| 2014-15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2015-16 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2016-17 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2017-18 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2018-19 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2019-20 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2020-21 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2021-22 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2022-23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 2023-24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | <u>\$388,500</u> | <u>\$39,000</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| TOTAL | <u>\$427,500</u> | | | | | |

Statement of Need, Service Level, and Issue:

Project Description: Underground the overhead utility lines along the easterly side of Market St. fronting the Chuck E. Cheese property.

Service Level: Enhance appearance and safety of the City.

Pertinent Issue: This project is a spin off of PJ 1228 (Utility Undergrounding Project), the holding account for the undergrounding projects.

Market St. is a major arterial street in the downtown area with a high concentration of businesses. The Chuck E. Cheese developer has agreed, via the development Conditions of Approval, to pay for all needed matching funds for the utility undergrounding fronting the Chuck E. Cheese property along Market Street. The developer has deposited \$20,000 for administrative costs and \$19,000 for the cost of the replacement of streetlights.

Need: Enhance Concord's competitiveness in attracting new businesses by implementing projects that improve the aesthetics of the City.

CITY OF CONCORD
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Status: New Project Continuing Project

| | | | | | | |
|---------------------------------------|-----------------------|----------------|---------------|----------------|---------------------|-------------------------|
| Cost Estimate By Category: | Administrative Costs: | <u>\$6,000</u> | Design Costs: | <u>\$8,000</u> | Construction Costs: | <u>\$405,500</u> |
| | Contingency Costs: | <u>\$4,000</u> | Other Costs: | <u>\$4,000</u> | Total: | <u>\$427,500</u> |

*Prior Year Allocation Represents Life to Date Budget. It does not represent Remaining Budget.



MT. DIABLO UNIFIED SCHOOL DISTRICT
JAMES W. DENT EDUCATION CENTER
1936 Carlotta Drive
Concord, California 94519-1397
(925) 682-8000

Attachment B

OFFICE OF
SUPERINTENDENT

June 18, 2014

City of Concord Mayor and City Council
1950 Parkside Drive
Concord, CA 94519

Ladies and Gentlemen:

Thank you for the opportunity to hold a joint meeting this year. The partnership between the city and our school district is important to us.

In our community outreach meetings, parents and staff have identified safety as a core value for our school district. As a result, we are pleased to partner with the City of Concord to co-fund three positions of School Resource Officer. Pending School Board approval at the regular Board Meeting on Wednesday, June 25, 2014, the district will fund 1.5 positions for the 2014/2015 school year.

Sincerely,

MT. DIABLO UNIFIED SCHOOL DISTRICT

Handwritten signature of Nellie Meyer in cursive script.

Nellie Meyer, Ed. D.
Superintendent

Handwritten signature of Barbara Oaks in cursive script.

Barbara Oaks
President, Board of Education

MEMORANDUM

DATE: June 13, 2014

TO: Valerie Barone, City Manager

FROM: Cheryl Owens, Administrative Services Manager

SUBJECT: Parking Fees Comparison in Contra Costa County

The Parking Services Unit looked at a variety of cities in Contra Costa County regarding parking fines. In order to remain consistent, staff looked at the most common offenses and the fine amounts attached to that violation. They also looked at the cities closest to Concord and those cities close in population. If the amount is blank, there is no information available from that municipality or the applicable section does not exist in that city.

Concord is higher than the average in four of the major parking offenses. These four sections (handicapped, blocking wheelchair access, expired tabs and time zone/meter violation) are the more serious parking violations and are not area/neighborhood specific. The remaining three sections (parked in a street/alley, posted no-parking or red zone and marked curb parking) tend to be more area specific (downtown, BART, etc).

As a reminder, California Vehicle Code Section 40203.5.a. (Establishment and Collection of Penalty) states the following:

The schedule of parking penalties for parking violations and late payment penalties shall be established by the governing body of the jurisdiction where the notice of violation is issued. To the extent possible, issuing agencies within the same county shall standardize parking penalties.

Attachment C.1 to this memo is a breakout of current parking fines by city. Our research has not identified another city proposing to increase their fines.

Cc: Chief Guy Swanger

Concord Police Department Parking Fines Compared to Other County Cities
June 2014

| Description | Concord | Central County | | | | East County | | | West County | | | Average * |
|--|-----------|----------------|--------------|-----------|-----------|-------------|-----------|-----------|-------------|-----------|------------|-----------|
| | | Pleasant Hill | Walnut Creek | Clayton | Danville | Pittsburg | Antioch | Brentwood | Richmond | Pinole | El Cerrito | |
| Handicapped Parking | \$ 325.00 | \$ 275.00 | \$ 275.00 | \$ 308.00 | \$ 285.00 | \$ 250.00 | \$ 281.00 | \$ 253.00 | \$ 350.00 | \$ 300.00 | | \$ 286.00 |
| Blocking Wheelchair Access | \$ 325.00 | \$275.00 | \$ 45.00 | \$ 308.00 | \$ 285.00 | | \$ 250.00 | \$ 253.00 | \$ 250.00 | | | \$ 238.00 |
| Expired Registration Tabs (Period of Display) | \$ 65.00 | \$ 25.00 | \$ 65.00 | \$ 40.00 | \$ 50.00 | | \$ 25.00 | \$ 53.00 | | | | \$ 43.00 |
| Time Zone (or Meter) Violation | \$ 40.00 | \$ 20.00 | \$ 45.00 | \$ 46.00 | \$ 20.00 | \$ 26.00 | \$ 41.00 | \$ 38.00 | \$ 50.00 | \$ 40.00 | \$ 59.00 | \$ 39.00 |
| Parked Vehicle in Street/Alley over 72 Hours | \$ 40.00 | \$35.00 | \$ 45.00 | | \$ 35.00 | | \$ 41.00 | \$ 38.00 | \$ 50.00 | | \$ 64.00 | \$ 44.00 |
| Posted No Parking or Red Curb | \$ 40.00 | \$ 20.00 | \$ 45.00 | \$ 35.00 | \$ 45.00 | \$ 26.00 | \$ 41.00 | \$ 38.00 | \$ 100.00 | \$ 40.00 | | \$ 43.00 |
| Violation of Marked Curb Parking | \$ 40.00 | \$ 20.00 | \$ 45.00 | \$ 46.00 | \$ 45.00 | \$ 26.00 | \$ 41.00 | \$ 38.00 | \$ 50.00 | \$ 40.00 | \$ 59.00 | \$ 41.00 |

* Average fine amount does not include the City of Concord fines.

Memorandum

TO: Valerie Barone, City Manager

FROM: Mark S. Coon, City Attorney

DATE: June 13, 2014

RE: **Potential Establishment of \$1000 Fine for Graffiti Violations**

INTRODUCTION

At a recent City Council meeting, Councilmember Edi Birsan suggested that the City consider adoption of an ordinance imposing a \$1,000 fine against any individual found to have defaced public or private property with graffiti. The purpose of this memorandum is to discuss the City's current framework for enforcing graffiti violations, and the steps the City would need to take to impose such a fine on graffiti "taggers."

DISCUSSION

The City of Concord's regulations regarding graffiti are found in sections 8.25.180 through 8.25.230 of the Concord Municipal Code. Under the regulatory framework established in those sections, property owners are required to remove graffiti within ten (10) calendar days after receiving notification by the City. If they fail to do so, the City may remove the graffiti itself and charge the property owner for the costs, declare the structure to be a public nuisance, or prosecute the property owner for his/her failure to remove the graffiti. Under the graffiti ordinance, if the graffiti tagger is caught, the City or the property owner may seek restitution of its costs in a separate action or as part of a criminal proceeding.

It is important to point out that notwithstanding the provisions of its graffiti ordinance, the City has long followed a practice of removing graffiti as soon as reasonably possible (generally within 48 hours of discovery) to avoid the blighted image that graffiti conveys and to deter taggers. To effectively implement this approach the City does not seek reimbursement for graffiti removal costs from private property owners.

Notably, the City's graffiti ordinance does not contain a schedule for fines against taggers who are caught. Rather, the ordinance by inference relies on state law, specifically, California Penal Code Sections 594 and 640.5. Pursuant to those provisions, an individual who defaces property with graffiti may be fined up to \$1,000 if the "amount of the defacement" is \$250 or less. If the amount of the damage is between \$251 and \$400, the tagger can also be punished by imprisonment of up to one year. If the graffiti damage exceeds \$400, the tagger can be imprisoned for up to one year, or may be fined up to \$10,000.

If the City wanted to enact an ordinance fining taggers, it could do so by amend the existing graffiti ordinance to add a fine provision, under the authority of Government Code Section 36901. That section permits cities to impose fines not exceeding \$1,000 for the violation of a local ordinance.

If the City chose to do so, it could also add language enabling the City to recoup abatement costs, court costs, attorney costs and law enforcement costs involved in identifying and apprehending the tagger, pursuant to Government Code Section 38772. Notably, if the tagger is a minor, the same penalties could be jointly sought against the minor's parent or guardian.

It merits mention that unfortunately, graffiti taggers are rarely caught, because they often spray the graffiti at night under cover of darkness. Accordingly, adoption of graffiti ordinance amendments imposing the proposed \$1,000 fine regrettably may not have a significant impact on tagging in the City.

MEMORANDUM

DATE: June 13, 2014

TO: Valerie Barone, City Manager

FROM: Justin Ezell, Director of Public Works

SUBJECT: Potential Funding Sources for Parks Pump Replacement Project (#2242)

Purpose

The purpose of this memorandum is to respond to the following question which was posed by the Council at the June 3, 2014 budget hearing: *Aside from Measure WW funds, are there other funding sources for the Park Pumps Replacement Project (#2242)?*

Background

The Park Pumps Replacement Project was reviewed and endorsed by the Parks, Recreation and Open Space Commission (Dec 2009) and adopted by Council as part of the 2010 Measure WW Funding Allocation Plan (Feb 2010). The project addresses known issues with the pumping systems at Ellis Lake, Newhall, Cambridge and Concord Community Parks. Alternate funding sources were not initially identified when this project was established and it has been on hold pending the identification and appropriation of required matching funds.

Although Measure WW and the City's Parkland Fund are the only available funding sources currently identified for the pump project, staff will explore the following funding opportunities to help offset the total amount of Measure WW and City funding that will be used:

- Incentives offered through the PG&E Water Infrastructure and System Efficiency (WISE) program
- Department of Water Resources Water-Energy Grant Program

WISE Program

The PG&E Water Infrastructure and System Efficiency (WISE) program was instituted in 2014. The program works with agencies to identify water/energy savings opportunities in water pumping, treatment and distribution end uses. PG&E provides free of charge technical services to develop project feasibility studies, provide project management assistance, and perform all measurement and verification services as necessary for the installation of high-efficiency equipment, and/or process system efficiency improvements to obtain incentives from WISE.

Customers that install energy-saving technology through WISE become eligible for energy efficiency incentives from PG&E, up to 50% of qualifying project costs. PG&E also offers on-bill financing at a 0% interest rate. Up to \$1,000,000 is eligible for financing through the program with payments being made directly through utility bills, spread over a ten-year period.

DWR Water Energy Grant Program

Governor Brown signed Senate Bill 103, Chapter 11 on March 1, 2014, appropriating \$19 million from the Greenhouse Gas Fund to the Department of Water Resources (DWR) to develop a Water-Energy Grant Program. Eligible projects for the grant funds will need to present both water and energy savings with estimated greenhouse gas reductions.

Information for this program is still somewhat limited; however DWR held two workshops to gather input for the development of this grant program in May of this year. DWR is considering public input gathered at the workshops for the purpose of drafting guidelines and a proposal solicitation package (PSP). The draft Guidelines and PSP are anticipated to be released for public comment July 1, 2014. Two public meetings are scheduled to be held in August, with the final Guidelines and the PSP posted in October 2014. The tentative deadline for application submittals is December 2014. Final award announcement will not be made until April or May 2015.

Conclusion

Although Measure WW and the City's Parkland Fund are the only available funding sources that are currently identified, staff will explore the applicability of the aforementioned outside sources to the *Parks Pumps Replacement Project*. Applications will be submitted to one or both of these programs for projects which qualify for incentives and/or funding.

Replacing these pump systems is critical to the health and safety of the City's park system, as such staff will be moving forward on the Pumps Project while concurrently exploring funding alternatives.

MEMORANDUM

DATE: June 13, 2014

TO: Valerie Barone, City Manager

FROM: Victoria Walker, Director of Community and Economic Development; and
Robert Ovardia, City Engineer

SUBJECT: Clarification of Stormwater Fund Ten-Year Projection

The Proposed FY 2014-15 Budget and Ten-Year Stormwater Fund Forecast show an annual 3.5% increase in Parcel Fees beginning in FY 2019-20. With these projected increases, the fund balance at the end of the Ten-Year Forecast is projected to be \$765,596. Without these proposed increases, the fund would show a deficit in the amount of (\$343,356) at the end of the Ten-Year Forecast. As noted in the presentation on June 3, 2014, the Ten-Year Forecast does not include costs associated with the additional unfunded mandates anticipated in the 2015 Permit Renewal.

Attached are the following:

- F.1 Stormwater Fund Ten-Year Forecast as presented in the budget; and
- F.2 Sample Stormwater Ten-Year Forecast showing no rate increases.

Sample Stormwater Fund 10-Year Forecast
Assumes no increase in Annual Parcel Fees
 Requested by City Council on 6/3/14

City of Concord
Special Revenue Fund
Storm Water Fund Ten Year Projection
For the Year Ending June 30, 2015

| | <u>2014-15</u> | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> | <u>2019-20</u> | <u>2020-21</u> | <u>2021-22</u> | <u>2022-23</u> | <u>2023-24</u> |
|--------------------------|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Fund Balance - 7/01 | \$ 2,931,833 | \$ 2,786,853 | \$ 2,606,069 | \$ 2,423,858 | \$ 2,195,692 | \$ 1,928,478 | \$ 1,612,708 | \$ 1,250,337 | \$ 843,187 | \$ 389,753 |
| Revenues | Assumes no increase in annual Parcel Fees | | | | | | | | | |
| Taxes - Parcel Fees | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 | \$ 1,983,000 |
| Other Revenue | - | - | - | - | - | - | - | - | - | - |
| Use of Money & Property | 30,000 | 28,000 | 35,000 | 32,000 | 36,000 | 31,000 | 25,000 | 18,000 | 11,000 | 16,000 |
| Total Revenues | \$ 2,013,000 | \$ 2,011,000 | \$ 2,018,000 | \$ 2,015,000 | \$ 2,019,000 | \$ 2,014,000 | \$ 2,008,000 | \$ 2,001,000 | \$ 1,994,000 | \$ 1,999,000 |
| Expenditures | | | | | | | | | | |
| Operations | \$1,336,372 | \$1,355,627 | \$1,376,823 | \$1,399,929 | \$1,423,270 | \$1,447,011 | \$1,469,845 | \$1,491,829 | \$1,514,573 | \$1,537,277 |
| MRP Requirement | 50,000 | 51,200 | 52,429 | 53,687 | 54,976 | 56,295 | 57,646 | 59,030 | 60,446 | 61,897 |
| Drainage System | 200,551 | 204,211 | 208,937 | 214,701 | 220,363 | 226,026 | 230,800 | 234,715 | 238,883 | 242,759 |
| Street Cleaning | 541,057 | 550,745 | 562,023 | 574,849 | 587,606 | 600,438 | 612,081 | 622,577 | 633,533 | 644,176 |
| Total Expenditures | \$ 2,127,980 | \$ 2,161,784 | \$ 2,200,211 | \$ 2,243,165 | \$ 2,286,215 | \$ 2,329,769 | \$ 2,370,371 | \$ 2,408,150 | \$ 2,447,435 | \$ 2,486,108 |
| Capital Projects | | | | | | | | | | |
| Grant Infrastructure | \$ 30,000 | \$ 30,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Capital Projects | \$ 30,000 | \$ 30,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Surplus (Deficit) | \$ (144,980) | \$ (180,784) | \$ (182,211) | \$ (228,165) | \$ (267,215) | \$ (315,769) | \$ (362,371) | \$ (407,150) | \$ (453,435) | \$ (487,108) |
| Less 10% Reserves | \$ 213,000 | \$ 216,000 | \$ 220,000 | \$ 224,000 | \$ 229,000 | \$ 233,000 | \$ 237,000 | \$ 241,000 | \$ 245,000 | \$ 246,000 |
| Fund Balance 6/30 | \$ 2,573,853 | \$ 2,390,069 | \$ 2,203,858 | \$ 1,971,692 | \$ 1,699,478 | \$ 1,379,708 | \$ 1,013,337 | \$ 602,187 | \$ 144,753 | \$ (343,356) |

MEMORANDUM

DATE: June 13, 2014

TO: Valerie Barone, City Manager

FROM: Victoria Walker, Director of Community and Economic Development; and
Robert Ovardia, City Engineer

SUBJECT: CIP Follow-up Items Requested at the June 3, 2014 Budget Hearing

At the June 3rd Capital Improvement Project (CIP) Budget presentation , various Councilmembers requested additional information regarding items presented as well as updates on additional projects and programs. This memo is intended to provide the additional information requested. Specifically, the questions asked were as follows:

- A. Provide information related to unfunded projects and confirm the inclusion of specific projects.
- B. Provide an update on the provision of Electric Vehicle Charging Stations for the public, including any intent to charge for usage.
- C. Provide clarification of the scope of Traffic Signal and Geometric Improvements Project (#2284)

The additional information is provided below.

A. Update on Unfunded CIP Projects

In years past, staff had included an “Unfunded” section of the annual CIP Budget. This “Unfunded” CIP section included over 30 projects that were desired by the City, but would require funds that were either unidentified or unavailable. It included projects where an initial project scope as well as a cost-estimate had been created, but for which no funding was available. The unfunded projects totaled several million dollars to design and construct.

This practice of embedding the “desired but unfunded project list” in the CIP ended during the heart of the recession in order to allow staff the time to concentrate on the funded projects. However, Engineering Division staff maintains the historic “database” of approximately 30 unfunded projects. The last published unfunded project listings is available on-line in the approved FY 2010-2011 budget, pages 213-279 (http://www.cityofconcord.org/pdf/dept/finance/cip2010_2011/11CIPDetail.pdf).

At the June 3rd meeting, Council identified three “Unfunded” CIP projects that are high priority and directed that staff continue to seek funding to implement them. These projects are:

1. Detroit/Whitman Pedestrian Bridge Improvements – Staff applied for OBAG grant funding during the FY 2013-14 call for projects, but this project was not awarded. Staff is currently researching alternate design possibilities for this location and will resubmit this project as new grant opportunities become available.
2. Monument Boulevard Street Widening (Reganti Drive to Mi Casa Court) – Staff is currently researching right-of-way issues with this project.
3. Upgrade of the Citywide Traffic Signalization System – The project will install an advanced central traffic management system with adaptive traffic signal capabilities, and is anticipated to cost roughly \$2 million to purchase and install. The main objective of this project is to improve traffic flow and safety for all modes of transportation in Concord, while also allowing for efficient and reliable traffic monitoring, incident management, and diagnosis of traffic signal problems from the Traffic Management Center and/or from individual workstations.

More details on these improvements will become available in 2015 with the completion of the Phase 2 Traffic Signal System Master Plan study. The project will be closely coordinated with the Information Technology and Police departments. Staff will continue to work closely with Metropolitan Transportation Commission (MTC) and Contra Costa Transportation Authority (CCTA) to identify funding sources for this project.

This project would involve multiple improvements, such as:

- Establish a Traffic Management Center (TMC) as the hub where all the City's traffic signals and cameras are monitored;
- Acquire license for advanced central system software to operate the TMC;
- Acquire license for traffic adaptive software;
- Install workstation PC hardware;
- Install CCTV, IP-based Pan-Tilt-Zoom, and heated dome housing cameras at critical intersections;
- Install video server hardware;
- Integrate alarm trigger systems;
- Install Actelis Ethernet-over-copper or fiber modems at intersections;
- Upgrade traffic signal controllers and software;
- Upgrade vehicle, pedestrian, and bicycle detection systems at intersections;
- Replace damaged traffic signal interconnect cable and repair any communication problems; and
- Other, to-be-determined improvements.

In addition to these three projects identified above, staff notes that there are many other deferred or otherwise unfunded and costly CIP projects “on the list,” including:

- Several Unfunded/Deferred Sewer Improvement Projects (Downtown Sewer – Phases II/III & Cowell BART) – Due to lack of Sewer Enterprise funding in the FY 2014-15 budget, staff has proposed that several sewer projects be deferred until funding is available.
- Pedestrian Improvements @ the Willow Pass Road Entrance to the Iron Horse Trail – This project would install an entrance to the Iron Horse Trail on the west-bound side of Willow Pass Road (near the back-side of Lazy Dog Restaurant). All pedestrian/bicycle crosswalks and protected paths of travel are along the west-bound side of Willow Pass Road, but the Trail entrance is on the east-bound side. There are several County agencies that would be involved in the installation of a trail entrance, so staff hired a consultant to prepare preliminary design and costs estimates, as well as to help research all the possible challenges involved with implementing this project. The larger portion of this project is not in the City’s right-of-way. Staff followed the recommendation of the consultant and passed this project onto CCTA for coordination and implementation.
- Implementation of the Improvements Identified in the City’s ADA Self Evaluation Transition Plan (SETP) – The SETP included a host of recommendations to improve accessibility around and including City facilities. Staff has been working to include elements of the City’s SETP with the Annual ADA Sidewalk Repair program, based on available funding which includes CDBG and Gas Tax funds. These funds cannot be used to complete improvements that were recommended in the plan that directly related to the City’s facilities. Staff will implement facility accessibility projects as funding becomes available.
- Implementation of the Trails Master Plan – The City’s Trails Master Plan was approved in 2003 and included recommendations for improvements to the City’s pedestrian and bicycle trails system. Staff will continue to look for grant opportunities to fund implementation of these recommendations.
- Street Light/Traffic Signal Poles Rehabilitation in the Downtown Area – CIP staff will be working with Public Works Department staff to create a project scope and cost estimate.
- Public Works Facilities Projects on the Deferred Maintenance List – The Public Works Department has a specific list of projects that are the result of several years of deferred

maintenance of our City facilities including parks –this list includes the tennis courts at Concord Community Park.

B. Update on Publicly Accessible Electric Charging Station

City staff are currently reviewing a grant from 511.org to be used to procure an electric vehicle charging station that would be made available for use of the public, for a fee. The costs of installation, maintenance, and management would be borne by the City. The City's Economic Development Division has set aside \$4,325 towards the installation, and \$990 for a 3-year parts and maintenance plan.

Economic Development staff has been working with 511.org, various City departments, PG&E and local contractors regarding the potential locations for the charging station and has identified the parking garage at 2051 Salvio Street (the newer downtown parking structure) as the most cost effective location to provide the public charging station, which will include two charging posts.

Economic Development staff is working with PG&E to estimate cost of powering the charging station as a basis to establish user charges and address implementation issues. Hourly rates for public use of similar charging stations in the region range from \$1.00 an hour up to \$2.00 an hour (\$1.50/hour charged by Walnut Creek, and \$1.00/hour charged by both Martinez and Pleasant Hill.) To recover costs, the City of Concord is considering charging somewhere between \$1.75 and \$2.00 an hour.

C. Clarification of funding for Project 2284 – Traffic Signal and Geometric Improvements

This Off-Site Street Improvement Program (OSIP) funded project was created to: (1) initiate the design of multiple listed OSIP projects, (2) to act as a temporary holding account and when possible, (3) spinning out to fund individual OSIP projects as funding allows. The Transportation Division manages the design phase of these particular improvements, and then the Engineering Capital Improvement Program Division manages the construction phase once funding has been identified and projects programmed. The design of the transportation and traffic-related improvements were started in FY 2013-14 as part of the OSIP program:

- 1) Clayton Road/Schenone Court geometric improvements
- 2) Detroit Avenue/Sunshine Drive/Lynn Avenue traffic signal
- 3) Detroit Avenue/Laguna Street traffic signal

The design of the geometric improvements at Clayton Rd/Schenone Court (#1, above) is nearing completion and will be advertised for construction bids in Summer 2014 with FY 2014-15 OSIP funds.

The design of the traffic signals on Detroit Avenue (#2 and #3, above) will be 95% complete during Summer 2014. Completion of 100% design and construction of these two traffic signals will be implemented as part of Detroit Ave Pedestrian and Bicycle Improvements Project (#2276) since they fall within that project area. Construction of the signals was included in the grant funding scope of the Detroit Ave Pedestrian and Bicycle Improvements Project.