Council Meeting of
December 18, 2012

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

Subject: Finance and Governmental Operations Committee – Accept and file the 1st Quarter 2012-13 Budget Review Report, Investment Report, and approve program modifications

RECOMMENDATION

Recommendation of the Finance and Governmental Operations Committee that City Council:

1) Accept and file the 1st Quarter 2012-13 Budget Review Report;
2) Accept the City Treasurer's Investment Report; and
3) Approve the following program modifications:
   - City Manager's Office – Funding for Mayor & Council travel to Kashiwa, Japan
   - City Manager's Office – Human Resources Department Reorganization
   - City Manager's Office – Appropriation of funds from the sale of Centennial items, dinner and birthday bash fees for the Torrance Centennial FEAP 739
   - Finance Department – Addition of 1.0 Staff Assistant to the Audit Division
   - Public Works – Appropriation and modifications to Capital Projects

BACKGROUND/ANALYSIS

On Tuesday, December 4, the Finance and Governmental Operations Committee heard a presentation from staff on the First Quarter 2012-13 Budget Review.

The Committee voted and accepted unanimously the First Quarter 2012-13 Budget Review Report, the City Treasurer's Investment Report, and the program modifications.

Respectfully submitted,

Finance and Governmental Operations Committee

Councilman Bill Sutherland, Chair

Absent from meeting
Councilman Cliff Numark, Member

Councilwoman Susan Rhilinger, Member

Attachments:
A. Executive Summary
B. City Treasurer's Investment Report
C. Program Modifications
(A copy of the 1Q 2012-13 Budget Review Report is available for review in the City Clerk's Office, the Torrance libraries and online at http://www.torranceca.gov/1741.htm)

12A

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ATTACHMENT A

Committee Meeting of
December 4, 2012

Honorable Chair and Members
of the Finance and Governmental Operations Committee
City Hall
Torrance, California

Members of the Committee:

Subject: First Quarter 2012-13 Budget Review

RECOMMENDATION

The City Manager and the Finance Director recommend that the following items be approved by the Finance and Governmental Operations Committee and recommended to City Council for action:

- Accept the First Quarter 2012-13 Budget Review Report
- Accept the City Treasurer's Investment Report
- Approve staff's recommendation for the following program modifications:
  - City Manager – Funding for Mayor & Council travel to Kashiwa, Japan
  - City Manager - Human Resources Department Reorganization
  - City Manager- Appropriation of funds from the sale of Centennial items, dinner and birthday bash fees for the Torrance Centennial FEAP 739
  - Finance Department – Addition of 1.0 Staff Assistant to the Audit Division
  - Public Works – Appropriation and modifications to Capital Projects

EXECUTIVE SUMMARY

A Snapshot of Torrance

Population: 146,115
Area: 21 Square Miles
1,313 Full-time Employees
6 Fire Stations
1 Police Station &
1 Police Community Center
224.5 Sworn Police Employees
145 Sworn Fire Employees
6 Public Libraries
47,000 Street Trees
550 Miles of Sidewalks
47 Parks & Recreation Amenities

The General Fund 2011-12 fiscal year ended with actual revenue sources matching expenditure outlays, resulting in no carryover for the year. Actual revenues received, compared to budget estimates, resulted in a $6.0 million unfavorable variance. The unfavorable variance was offset by an equivalent amount of budgeted expenditure savings of approximately $6.0 million. The shortfall in fiscal year 2011-12 revenues was primarily due to a decline in utility users' tax revenues (revenues from cell phones, natural gas consumption and electricity) and interest earnings. The budgeted savings in expenditures were caused by not filling vacant positions and restricting material and supply expenditures by the departments of the General Fund. Even though the revenue shortfall for the General Fund was offset by expenditure savings, the 2011-12 fiscal year budget projected using reserves in the amount of $2.2 million while actual use of reserves was $1.87 million, resulting in a savings of $330,000.

Fiscal Year 2012-13 expenditures for all departments as of September 30, 2012 are at 24.1% compared to 25.1% of the year expired. General Fund expenditures for the 1st quarter are comparable to last two fiscal years of 23.0% and 26.6%, respectively.

Revenues for the City are seasonal and major revenues such as property taxes are not received until December and January, sales taxes for the July-September quarter are not finalized until mid-December; and receipts for business license taxes begin in January. Revenues received for the 1st quarter at September 30, 2012 totaled 9.4% of budget, which is slightly down from 10.2% of revenues received for fiscal year 2011-12 and 11.1% for fiscal year 2010-11.

The three "core" revenue sources of the General Fund (Property Tax, Sales Tax, and Utility Users' Tax) represent about 71.0% of the General Fund overall revenue budget. As discussed earlier, property taxes for secured and unsecured property rolls are not received until December and the property taxes related to the State's Vehicle License Swap and the "triple-flip" sales tax will not arrive until January. Utility Users' Tax, even though higher than last year's actuals, continues to lag budget estimates, particularly in the area of natural gas. However, Sales Tax receipts to date are tracking slightly above budget estimates. The City receives "advance" payments based on formulas throughout the quarter and the "true-up" payment for 3rd quarter Sales Tax (July thru September sales) will not be received until later mid-December.

While "core" revenues represent about 71% of General Fund revenues, business licenses, franchise fees and occupancy taxes represent an additional 14% of General Fund revenues. Occupancy Tax revenues through the 1st quarter are tracking above budget estimates and are projected to exceed budget estimates by fiscal year end. Business License Tax receipts will begin to arrive in late January and the bulk of franchise fees for the City's utility providers will arrive in April.

Earnings on the investment portfolio continues to decline as rates decline and, given the current "Fed" policy, will most likely be slightly under-realized at fiscal year end. Investment earnings are budgeted at $1.4 million annually, or about 0.8% of General Fund revenues. This is significantly lower than back in fiscal year 2007-08, when the General Fund received $4.8 million, or about 2.9% of the revenue budget. Construction taxes, while volatile, are tracking above budget for the 1st quarter and are expected to continue in an upward trend due to major projects that are in various phases of completion. Projects such as the Daily Breeze renovation, Ball Corporation, Subaru dealership, El Pollo Loco, and others, will all generate significant construction related tax revenues for the City this fiscal year. Other revenues such as Fines & Forfeitures and Charges for Service are also tracking within budget estimates. As of September 30, 2012, parking citations and general court fines are tracking better than last year but are below budget estimates.

Economy

The current economy is improving, resulting in a slow but steady growth pattern. Most City revenues, with the exception of Natural Gas UUT, are growing. News for retail sales are positive, as National retail sales grew approximately 3.8% year over year through September 2012; "Black Friday" weekend purchases are up by 12.6 % over last year. USA Today reported that more than $59 billion in estimated sales from Thursday through Sunday were made by 247 million shoppers, compared to $52.4 billion of sales made by 226 million shoppers one year ago. The Monday after Thanksgiving known as "Cyber Monday" resulted in consumers increasing internet sales purchases by 30.3% over last year and new automobile sales are up 13% over October of last year. The two aforementioned indicators are signs that consumer spending and consumer confidence levels have improved from a year ago. At the beginning of the 2012-13 fiscal year, the consumer confidence level was at 65.4%, dropping down 4.1% to 61.3% in August 2012. On November 26, 2012 it bounced back to a four year high of 73.7%. The Consumer Confidence Index has increased each month for the past three months

and it is this trend that is signaling that the economy is improving from the perspective of the consumer.

October employment news was positive, as the private sector added 171,000 jobs, which was higher than the 125,000 positions expected. The private sector has now added jobs for 32 consecutive months. Having said that, the drag on jobs is in the public sector, where nearly 13,000 jobs were shed in October. As the public sector continues to struggle with balancing their budgets, so will public sector jobs.

The Federal government's unemployment rate for October 2012 was 7.9%. The State of California reached a level of 10.1% for the same period. This is down significantly from October 2011, when the rate was at 11.7%. The decline in the rate is a welcome sign for the State. The unemployment rate for Torrance is 5.1%. This is well below the National, State, and County of Los Angeles averages. Neighboring cities such as Hawthorne, Inglewood, Carson, Gardena and Santa Monica are not as fortunate and have unemployment rates that are more in-line with the State and National rates. In September 2012, the United State's Department of Labor announced that the National unemployment rate dropped below 8.0% to 7.8% for the first time in four years. The October 2012 rate is slightly unchanged at 7.9%.

October Unemployment Rate	2012	2011	2010
Los Angeles County	10.5%	12.2%	12.9%
Carson	10.4	12.0	12.8
Gardena	9.7	11.2	11.9
Glendale	9.0	10.4	10.1
Hawthorne	13.5	15.4	16.4
Inglewood	13.0	14.8	15.8
Santa Monica	8.5	9.8	10.5
Torrance	5.1	6.0	6.4

The stock markets may not be able to predict recessions, but they are a barometer of wealth accumulation and, for good or bad, the performance of the markets are directly related to the confidence in the economy. The Dow Jones Industrial Average hit a fiscal year high of 13,437 in September 2012. Although some fluctuations have subsequently occurred, the Dow remains at or around the 13,000 level at the end of November 2012. The NASDAQ has continued to hover around the 2900 to 3100 level reaching a high of 3184 in September 2012.

While the news for retail sales and private sector employment continues to be encouraging, the public sector continues to be a drag on the economy. The UCLA Anderson School of Business is forecasting employment growth in California of 1.4% in 2012 and 2.1% in 2013, and projects that unemployment will hover around 11.6% through 2012. Revenue growth for the City's General Fund will remain moderate.

Outstanding Budget Revisions

While most of the budget revisions for the 2012-13 budget have been completed, some are still in progress. The status of the budget revisions are summarized below:

City PERS contributions:

- All labor contracts have new hires paying 9% for Fire/Police and 7% for Miscellaneous employees, 100% of the employee share.
    - 69 miscellaneous employees to date
    - 4 Fire Trainees currently in training academy expected to graduate in December 2012, 10 additional Fire Trainees anticipated to start training academy in Spring 2013
    - 3 Police Officers to date, 9 Police Trainees are awaiting graduation from the training academy

- Fire Hazardous Materials Premium phase out
  - On schedule – 7 retirements to date, 5 remaining

- Conversion of Fire Battalion Chief and Captain to civilian positions
  - Both incumbents have retired, a Sr. Business Manager has been hired and Fire Prevention Manager will be hired in the near future

- Restructuring of Human Resources Department
  - Phase 1 – Completed Phase 2 – Pending

- Reduction of 1.0 Senior Custodian and 1.0 Senior Custodian - Completed

- Permanent Weekend Maintenance Staff (Park Services) – Completed

- Shift in work hours for Public Safety Dispatcher - Completed

- Energy Saving Projects – Completed (estimated savings of $93,500)
  - HVAC upgrade (City Yard)
  - City Hall parking lot LED lighting
  - Low flow plumbing fixtures
  - Benstead Plunge - pool solar water heating
  - Street security lighting replacements
  - East Annex chiller replacement

- Energy Saving Projects – In Progress (estimated savings of $276,500)
  - Cable Building HVAC upgrade – Estimated completion in January 2013
  - Irrigation control upgrades – Bidding February 2013
  - Additional HVAC replacements - Ready for bid
  - Lighting retrofits/upgrades 50% complete, completion expected Spring 2013
  - Irrigation control upgrades – Bidding February 2013

As of the 1st Quarter Budget Review, revenues are higher than last year and are performing relatively well with the exception of Utility Users' Tax on natural gas. The passage of Proposition 30, whether you agreed with it or not, has passed and will reduce the State's budget deficit and overall be a positive to the State's economy. As the State's budget woes are much more manageable, it should take pressure off the State to shift their budget problems to cities and counties. Staff will anxiously be waiting for receipts of property taxes and sales tax receipts for the holiday season.

Again, staff is cautiously "optimistic" and the light at the end of the tunnel is getting brighter. At this time, the City Manager recommends continuing with current budget policies by only filling critical positions and carefully monitoring all department expenditures until the Mid-year Budget Review in April 2013. Staff understands the hardships this causes on departmental operations, but deems this necessary should anticipated economy improvements not meet expectations.

Respectfully submitted,

LeRoy J. Jackson
City Manager

ATTACHMENT B

December 4, 2012

COMMITTEE MEETING
December 4, 2012

Honorable Chair and Members
of the Finance & Governmental Operations Committee
City Hall
Torrance, California

The Treasurer's Office and the Investment Advisory Committee have set out to develop and implement investment procedures that insure the City's investment objectives of a high degree of asset safety, adequate liquidity to meet operating and capital expenditure needs, and a reasonable return of the City's investment assets given the City's foremost goals of safety and liquidity.

Investment Summary

As of September 30, 2012 total Investment Portfolio or Pooled Funds were $148.1 million.

As of September 30, 2012 the total Restricted Funds were $169.6 million made up of the following categories:

1) Debt Issue Proceed	$ 9.6 million
2) Deferred Compensation Plan	
a) 457	$ 141.3 million
b) 401(a)	$ 8.1 million
3) Retirement Health Savings Plan	$ 3.2 million
4) Public Agency Retirement System Plan (PARS)	$ 7.4 million

The pooled funds consist of surplus funds invested and managed directly by the City Treasurer. To date the fund has generated year-to-date interest earnings of $508 thousand and the effective rate of return equaled 1.33%.

Restricted funds are made up of the Debt Issue proceeds, Deferred Compensation funds, Retirement Health Savings funds and Public Agency Retirement System funds which are invested accordingly:

1) Debt issue proceeds are invested through a trustee appointed under the Debt Trust Indenture. The funds are invested at the direction of the City Treasurer.

2) Deferred Compensation fund is managed by a third party administrator - Great West Life. Investment options made available to the participants are selected and approved by the Deferred Compensation Committee. The fund is a self-

directed program. Participants have the ability to direct their contributions among several different investment options.

3) The Retirement Health Savings Plan is managed by a third party administrator – ICMA Retirement. Investment Options are made available to the participants and are selected by ICMA Retirement. Participants can direct their contributions among several different investment options.

4) The Public Agency Retirement System Plan is a 401(a) tax-qualified multiple agency trust. Union Bank is the Trustee for the trust and invests the plan assets in accordance with the investment strategy selected by the City of Torrance.

NOTE: The Deferred Compensation Plans, Retirement Health Savings Plan and the Public Agency Retirement Service Plan are held in trust for the benefit of the participant or their beneficiaries and are not assets of the City of Torrance.

Investment Forecast

The Federal Reserve Board set the tone nationally and a year ago the board had set in motion a policy that would begin to artificially depress rates throughout the yield curve. The effects of this policy are currently in full force. We currently have record low mortgage rates, and record low earning rates. Chairman Bernanke in January of this year stated that he would keep rates low well beyond 2014 in the event that employment numbers and the economy did not show sustained growth and inflation concerns were not present. Growth has not materialized and although the US election has been decided the impacts of the elect are still being absorbed by the economy. The "Fiscal Cliff" and "Sequestration" are the big gorillas in the room that needs to be dealt with. Chairman Bernanke has come out and said this is something that only the President and Congress can resolve and need to do so if economic growth is to continue. Will the US become another Japan? Could we be Greece in years to come? Europe still has not been able to reign in their problems. These concerns also weigh heavy on the global economy. This uncertainty of what is to come supports the premise that we will be in a low interest rate environment for years to come maybe as far as 2016.

GASB 31 Impacts on Investments

GASB 31 took effect June 1997. The intent of GASB 31 is to bring to light potential liquidity problems by requiring municipalities to mark to market their securities with a maturity greater than one year. This paper gain or loss must be booked against investment earnings at year-end.

One way to avoid the gain/loss issue is to limit all purchases to maturities of less than one year. This condition would then preclude a market valuation and allow investments

to be carried on a book value basis. This situation could reduce earnings potential in the loss of yield that a security with a longer term would usually offer.

Within our investment policy we adhere to a buy and hold philosophy. Therefore, our current strategy will not change in light of GASB 31. We will continue to invest the portfolio out along the yield curve. At the same time we keep enough liquidity to meet current and future obligations.
At the present time the monthly investment report tracks all securities by listing the face value, book value and market value. The portfolio paper gain or loss is the difference between book and market value. The unrealized gain/loss is noted monthly even though it is not physically applied to earnings until year-end.

Investment Strategy

During the first quarter of this fiscal year rates have continued to decline as expected due to our current Federal Reserve policy. The yield curve is flat. Our current strategy is to make purchases through the yield curve and match maturities with cash flow needs. The average yield to maturity on purchases made over the last three months was .973%. Our intent is to look for opportunities throughout the various investment sectors and invest when possible always making our paramount focus the preservation of principal.

To be consistent with the City's objectives of high degree of asset safety, all investments will be invested in high quality rated instruments or those guaranteed by the "full faith and credit" of the government.

Recommendation

Accept and file the 1st Quarter Report.

Respectfully submitted,

Dana Cortez
City Treasurer

CONCUR:

LeRoy J. Jackson
Investment Committee Member

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ATTACHMENT C

Committee Meeting of
December 4, 2012

City Council Finance and Governmental
Operations Committee
City Hall
Torrance, California

Members of the Committee:

SUBJECT: City Manager – Funding for Mayor & Council Travel to Kashiwa, Japan

RECOMMENDATION

The City Manager recommends that individual travel budgets for the Mayor and Council be combined for 2012–2013 fiscal year and that the combined funds be used to pay for the travel expenses (approximately $8,200) of the Mayor and four Councilmembers representing the City during the Kashiwa exchange.

Funding
Not applicable.

BACKGROUND/ANALYSIS

The City of Torrance and Kashiwa, Japan have had a longstanding Sister City relationship and exchange program. Annually, there is the student exchange program involving both cities. And every five years, Kashiwa sends a delegation to Torrance and Torrance sends a delegation to Kashiwa to celebrate Sister City ties.

In October 2012, thirty-nine delegates from Kashiwa visited Torrance for the program's 40th Anniversary. In March 2013, approximately thirty Torrance delegates will be visiting Kashiwa for the second half of the 40th anniversary celebration. Mayor Scotto, and Councilmembers Barnett, Brewer, Furey and Sutherland will be representing the City during the visit to Kashiwa.

The cost per delegate for a double occupancy room is $2,044, and per delegate for a single occupancy room is $2,073. The total cost for the Mayor and Councilmember's travel expenses to visit Kashiwa is $10,307. Cost is subject to change for fuel surcharges and currency exchange rates.

During the 2007 Kashiwa exchange, the cost per delegate to travel to Kashiwa was approximately $1,600. At that time, City Council's budget for travel expenses was a combined total of $62,500 and there were more than adequate funds to cover the travel expenses for Mayor and Councilmembers traveling to Kashiwa.

Since 2007, due to the reduction in revenues and the elimination of the City's redevelopment agency, City Council's budget for travel expenses has been significantly

reduced. For Fiscal Year 2012 – 2013, $12,208 has been budgeted for City Council travel, with the Mayor's budget being $2,224 and each Councilmember's budget being $1,664. Year-to-date, $1,967.91 has been spent, leaving $10,240.09 remaining in the budget.

In Fiscal Year 2011 – 2012, Mayor and City Council's travel expenditures were $3,459.64. Staff anticipates this year's travel expenditures will be similar to the previous year's expenditures, depending on Council's need to travel for federal or state advocacy of Torrance's priorities.

Respectfully submitted,

LeRoy J. Jackson
City Manager

By _____
Viet Hoang
Management Associate

CONCUR:

_____
LeRoy J. Jackson
City Manager

Committee Meeting of
December 4, 2012

Honorable Chair and Members
of the Finance and Governmental Operations Committee
City Hall
Torrance, California

Members of the Committee:

SUBJECT: City Manager – Human Resources Department Reorganization

RECOMMENDATION

Recommendation of the City Manager that the Council Finance and Governmental Operations Committee approve the following staffing changes:

a) Add 1.0 Human Resources Administrator and delete 1.0 vacant position

Funding

Funding is available in the City's operating budget.

BACKGROUND AND ANALYSIS

The Human Resources Department Reorganization Plan was initially presented to the City Council Finance and Governmental Operations Committee on December 13, 2011 and approved by your Honorable Body on December 20, 2011 (Attachment A). During the past eleven months, staff has been working closely with all Divisions within Human Resources and the Civil Service Division to implement the organizational and staffing changes required aligning the functions as envisioned as part of the reorganization effort.

There were major changes in the public sector in 2012 such as the Public Employees Pension Reform Act (PEPRA) with impacts such as reduced benefits for future employees and anticipated recruitment challenges. The Human Resources Division needs to focus on employee recruitment, marketing of Torrance as an "Employer of Choice", as well as retention of quality workers in a competitive market as public and private sector hiring increases.

As part of the Human Resources Reorganization Plan, it was envisioned that the current position of Human Resources Manager will be modified to Human Resources Principal Analyst, with lead responsibilities overseeing Human Resources Operations and Human Resources Department Support. The linkage between Human Resources and Civil

Service must be kept separate to distinguish between key areas of responsibility. The proposed transitioning to Phase II will provide the Human Resources Division with concentration and support on marketing, recruitment and interface to the City's Training Team.

During the transitioning phase, the Human Resources Manager in charge of Operations will continue to report to the Assistant City Manager, while the Human Resources Manager in charge of Department Support will report to the Human Resources Administrator. The recruitment for the new position will be internal and open to all Human Resources Analysts and Human Resources Managers. Once final appointment is made within the Human Resources Division to the new Human Resources Administrator position, the vacated position will be deleted from the budget.

As anticipated in the original reorganization, targeted annual budget savings of $125,000 has been realized in the 2011-13 budget years through attrition and deletion of the HR Director position. Actual savings is $156,700, the difference of $31,700 was being held in reserve to help fund additional modifications.

The Human Resources Administrator salary range will be the same as the Human Resources Manager. The maximum net additional budget cost, if full utilization of the $31,700 reorganization reserve is required, is $24,000. The reserve utilization will depend on which internal candidate is appointed. Should they be needed one time monies would be used until the next phase of the reorganization is implemented. The next phase will generate additional savings. The division will be staffed at one (1.0) Human Resource Administrator and two (2.0) Principal Human Resources Analyst replacing the current two (2.0) Human Resource Managers and one (1.0) Human Resource Analyst. Once this phase has been fully implemented the total annual savings to the City would be $23,000 above the $125,000 in savings originally projected. Additional modifications may be necessary prior to the Final Phase of the Reorganization as work load is shifted and balanced among divisional responsibilities in the interim.

RECOMMENDATION

The City Manager recommends the approval of adding a 1.0 Human Resources Administrator position to the Human Resources Division and deleting the 1.0 vacated position from the Human Resources.

Respectfully submitted,

LeROY J. JACKSON
CITY MANAGER

By _____
Mary Giordano
Assistant City Manager

CONCUR:

_____
LeRoy J. Jackson
City Manager

Attachments:
A) Excerpt from City Council Item 12E on December 20, 2011.
B) Updated HR Staffing Plan

Committee Meeting of
December 13, 2011

City Council Finance and Governmental
Operations Committee
City Hall
Torrance, California

Members of the Committee:

SUBJECT: City Manager – Human Resources Department Reorganization

RECOMMENDATION

Recommendation of the City Manager that the Council Finance and Governmental Operations Committee approve the Human Resources Department Reorganization and approve the following staffing changes:

a) Transition the HR Department to a Division within the City Manager's Office
b) Move the Risk Management Division of HR to the Finance Department
c) Expand the scope of the Civil Service Division
d) Delete 1.0 Human Resources Director
e) Add 1.0 Personnel Technician

Funding
Not applicable.

BACKGROUND AND ANALYSIS

On June 21, 2011, as part of the 2011-13 City Operating Budget, your Honorable Body approved the reduction of 1.0 Human Resources position valued at $125,000 pending the reorganization of the Human Resources Department. Upon further review of the Human Resources (HR) Department operations, the City Manager recommends the following key changes:

- Transitioning the HR Department to a Division within the City Manager's Office
  - Modifying the existing organization structure to develop two major HR Divisions; HR Operations and Department Support.
- Moving the Risk Management Division of HR to the Finance Department.
- Expanding the scope of the Civil Service Division to focus on marketing and recruitment of City staff and volunteers.

As part of the HR reorganization plan, the City Manager proposes utilizing existing Capital Improvement funds earmarked for the Human Resources Building Remodel in order to move the Risk Management division to the second floor of the City Hall East Annex and to remodel the existing HR building. The additional space that will become available as a result of moving Risk Management, will provide the opportunity to utilize the existing space to create additional office space for privacy, classrooms for testing, conference rooms, a dedicated lunch area and an expanded lobby. These changes will enhance the existing work environment, while creating a new entry for prospective employers and volunteers. The preliminary site plan is included as part of the attached HR Reorganization Plan.

The budget impacts of the proposed HR Reorganization are as follows:

• Delete 1.0 FTE Human Resources Director position	<$240,000>
• Add 1.0 FTE Personnel Technician position	$83,300
Budget Savings	<$156,700>

With the implementation of the proposed HR Reorganization, the City will position itself to become an "Employer of Choice." The new HR model will include the HR Operations and HR Department Support functions. HR Operations will provide employees with a centralized avenue to seek assistance with transactional duties such as on-boarding, common term in Human Resources when an employee starts employment with the City. Additional functions will include providing assistance with processing benefit changes, obtaining mandatory training and all employee outreach functions. The HR Department Support function will focus on building close working relationships and awareness of individual Department needs. HR Analysts will be assigned to specific departments with the goal of assisting with exam plan development and exam results analysis, employee performance management, classification studies and compensation analysis.

The expansion of Civil Service with emphasis added on marketing and recruitment will provide an avenue for the City to actively engage in the marketplace to promote the City and to draw new talent to ensure the needs of the community are constantly met with a diverse, capable, and professional City workforce. The Civil Service team will work closely with employees leaving or retiring from the City utilizing the exit interviews process to seek feedback regarding their experience. Staff will also engage in workforce analysis to provide Department Heads with valuable information to assist with attrition planning as key positions are vacated as a result of retirements.

A key component of the reorganization is automation and visioning. With the advent of electronic communications and storage, a dedicated Senior HR Analyst will spend half of their time working to transition functions and paperwork on-line. Staff will rely on innovative measures already implemented in the City, at other agencies and the private sector to streamline processes such as processing requisitions, evaluations and benefit registrations.

RECOMMENDATION

The City Manager recommends the approval of the Human Resources Department reorganization inclusive of the following key actions; creation of a Human Resources

Division reporting to the City Manager, the move of the Risk Management Division to the Finance Department, the remodel of the HR Building and the second floor of the East Annex.

Respectfully submitted,

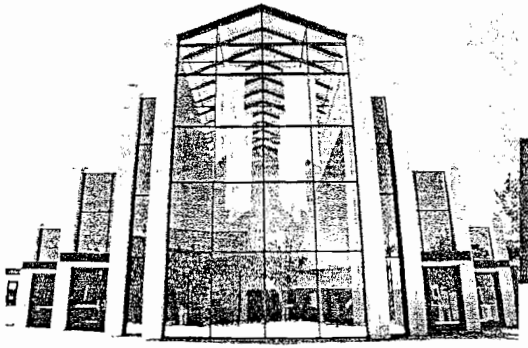
LeROY J. JACKSON
CITY MANAGER

By Mary Giordano
Mary Giordano, Assistant City Manager

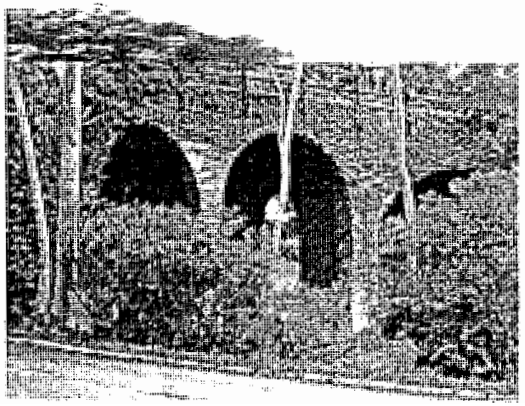
CONCUR:

LeRoy J. Jackson
City Manager

Attachments: HR Reorganization Plan



Human Resources

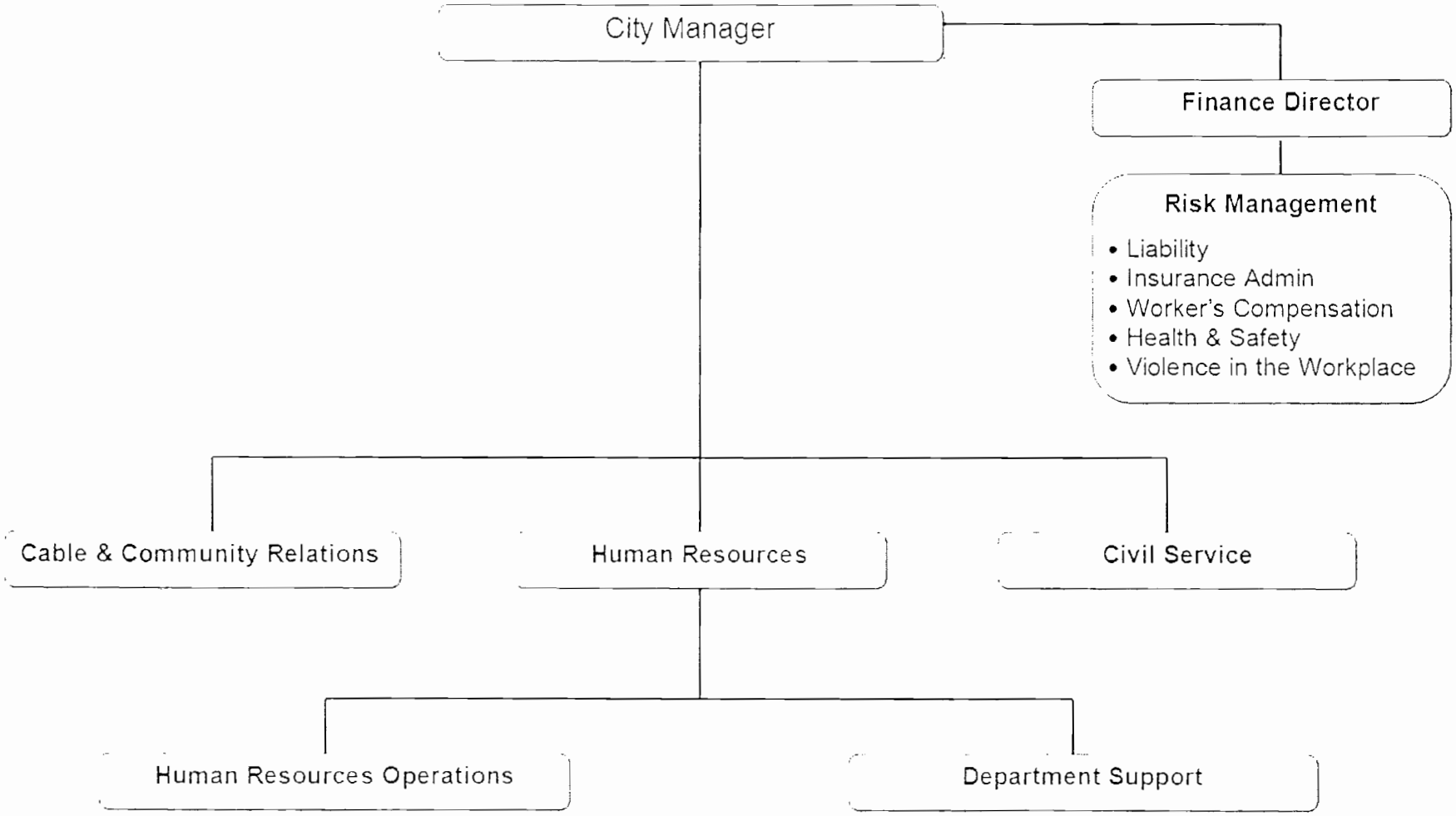


REORGANIZATION PLAN

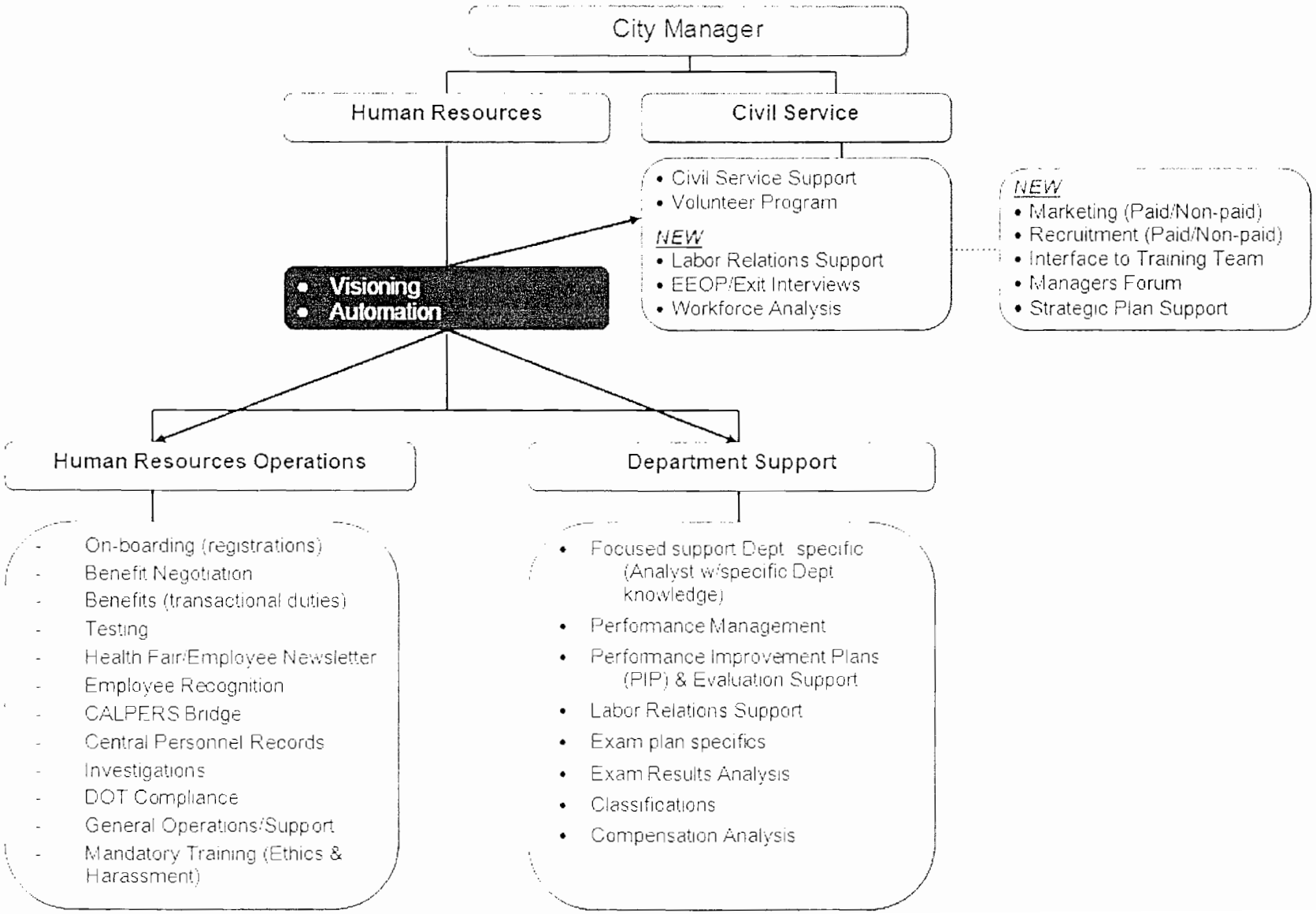
Background

- **2011-12 Budget Action**
  - City Council Authorized Reorganization of the HR Department
    - Transition from Department to Division under City Manager
    - Move Risk Management under Finance Department
    - Expand scope of Civil Service
      - Marketing
      - Recruitment
    - HR Major Functions
      - HR Operations
      - Department Support
  - Remodel Project Chronology
    - Phase I: Move Risk Management to 2nd Floor of East Annex
    - Phase II: HR Building Remodel

HR Division

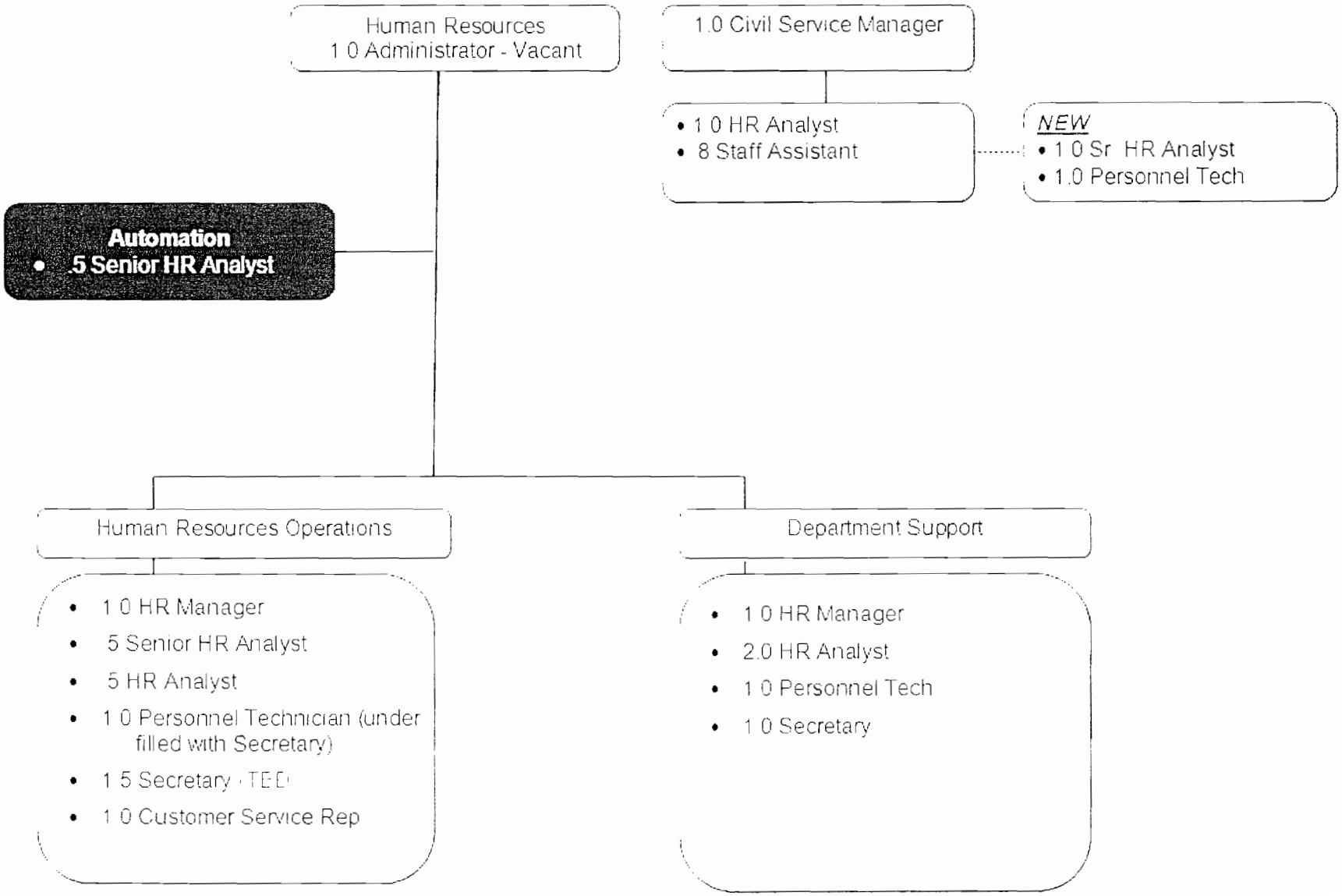

City Manager
Finance Director
Risk Management
• Liability
• Insurance Admin
• Worker's Compensation
• Health & Safety
• Violence in the Workplace
Cable & Community Relations
Human Resources
Civil Service
Human Resources Operations
Department Support

HR & Civil Service

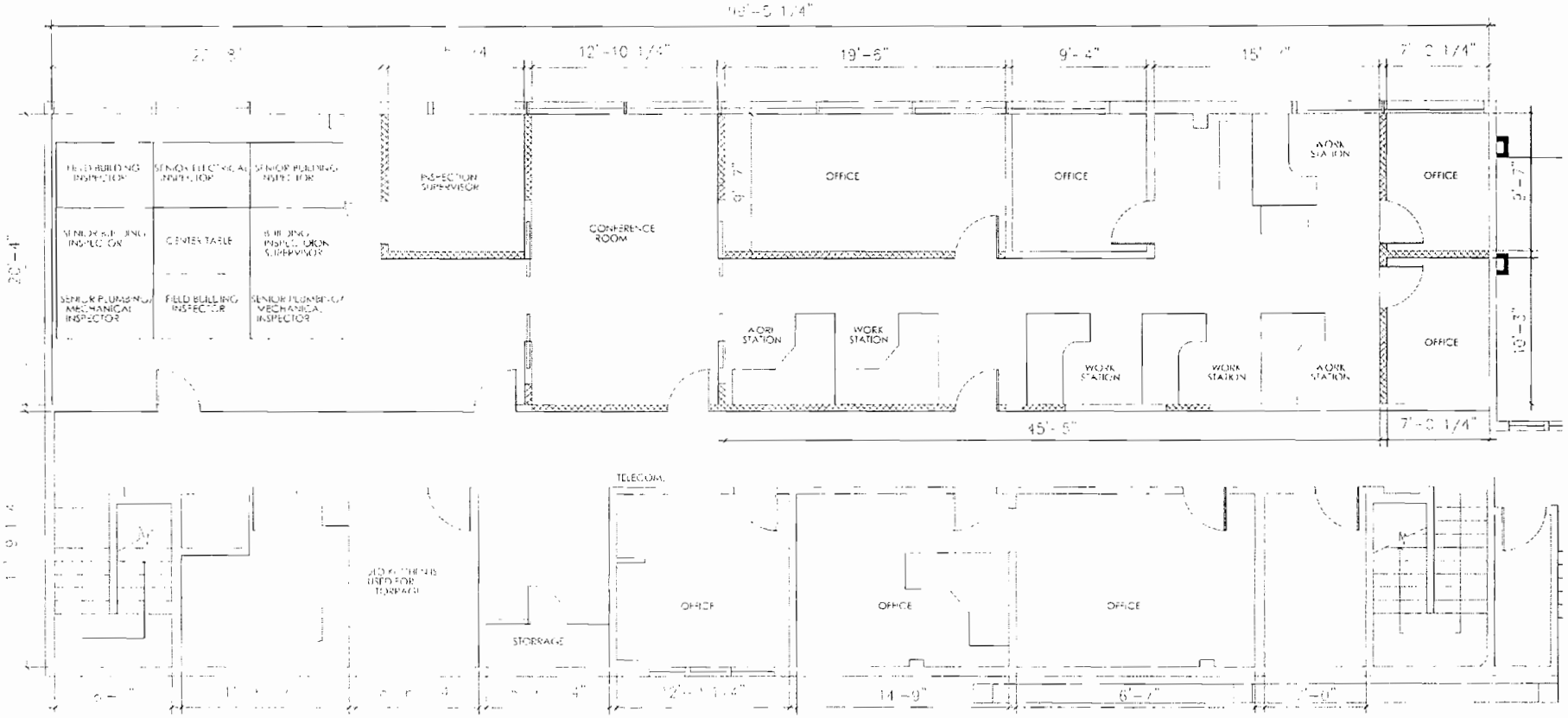


STAFFING

Includes adding 1.0 Personnel Technician



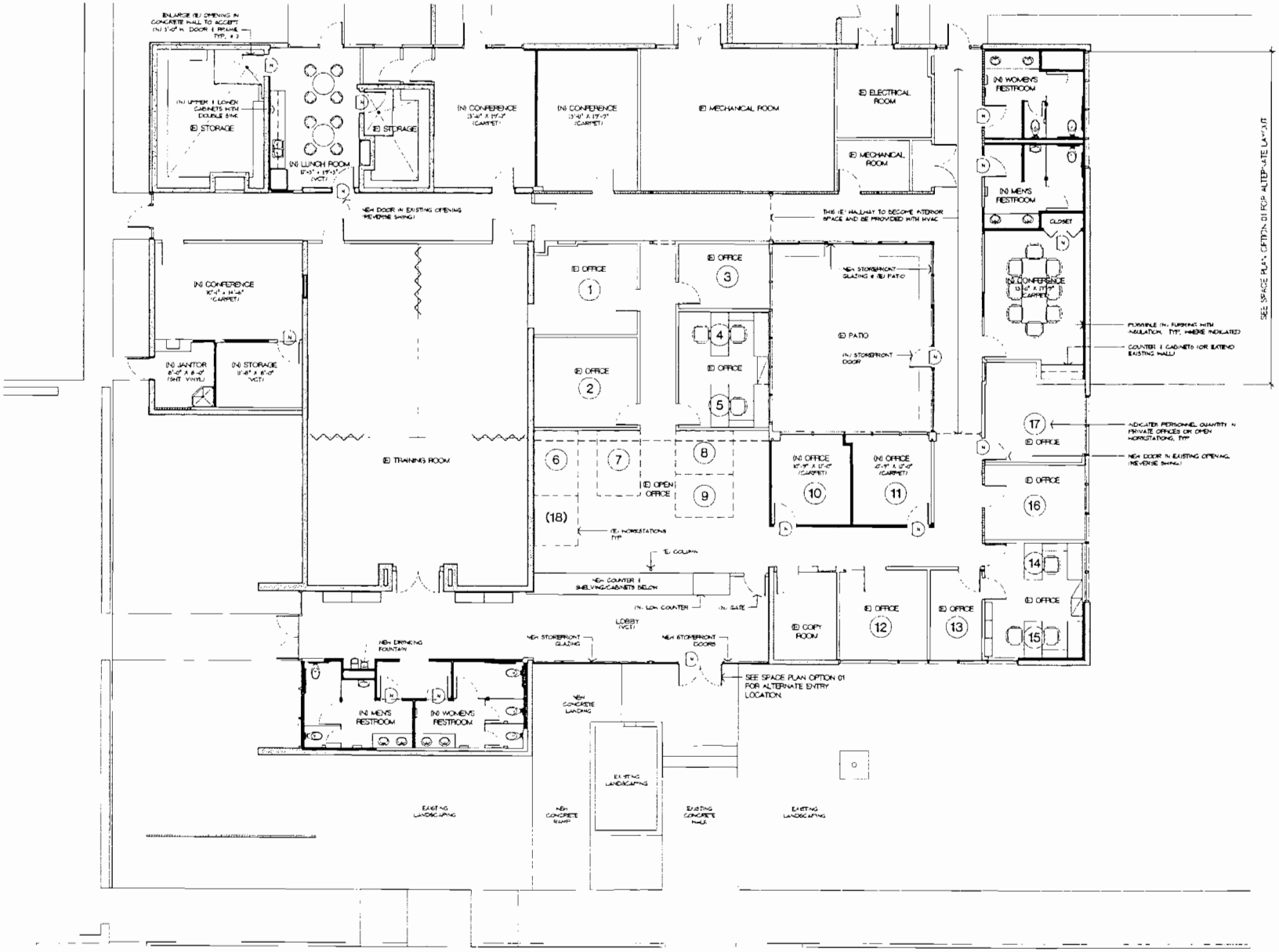
Space Plan – Risk Management

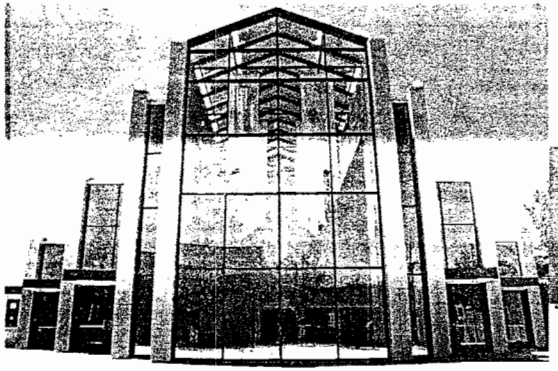


Remodel Goals

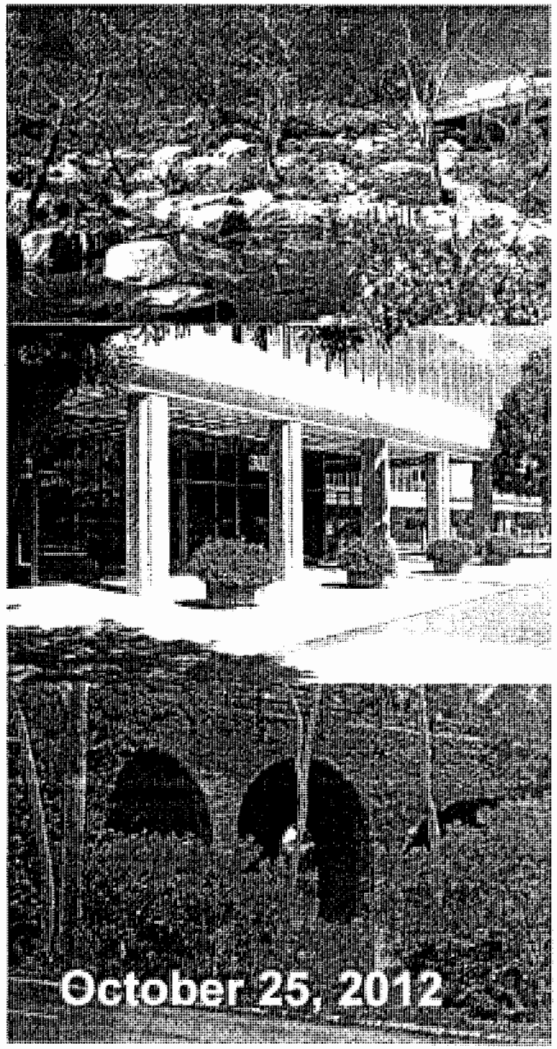
- **Remodel Goals:**
  - Expand lobby with new storefront doors
  - Create office like atmosphere throughout existing building
  - Enclose the patio with storefront windows
  - Add carpet and lighting to existing hallways
  - Create additional conference rooms
  - Create additional office space for privacy
  - Dedicated lunch room
  - Enhance current Training Room
  - Add new concrete ramp and landing

Space Plan - HR & Civil Service

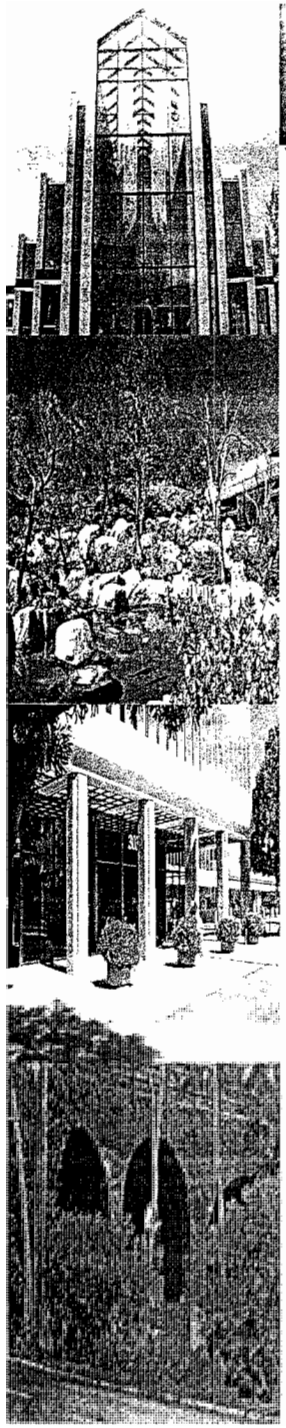




LABOR RELATIONS



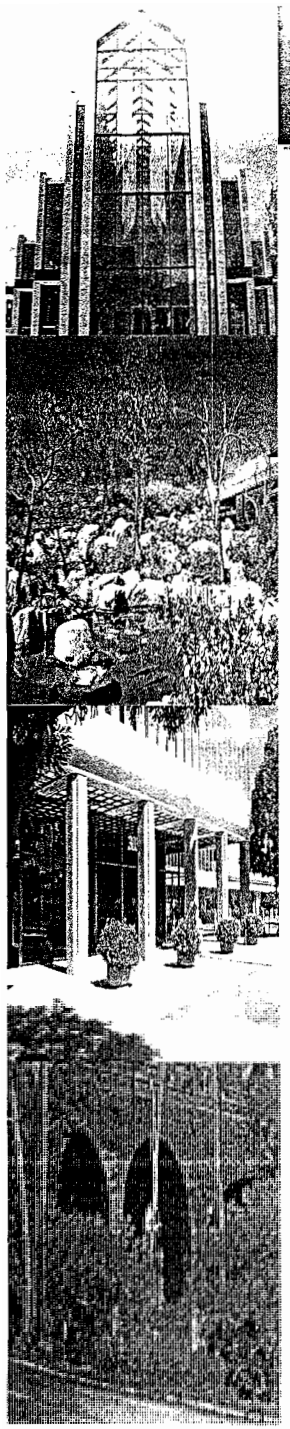
HR Reorganization Update

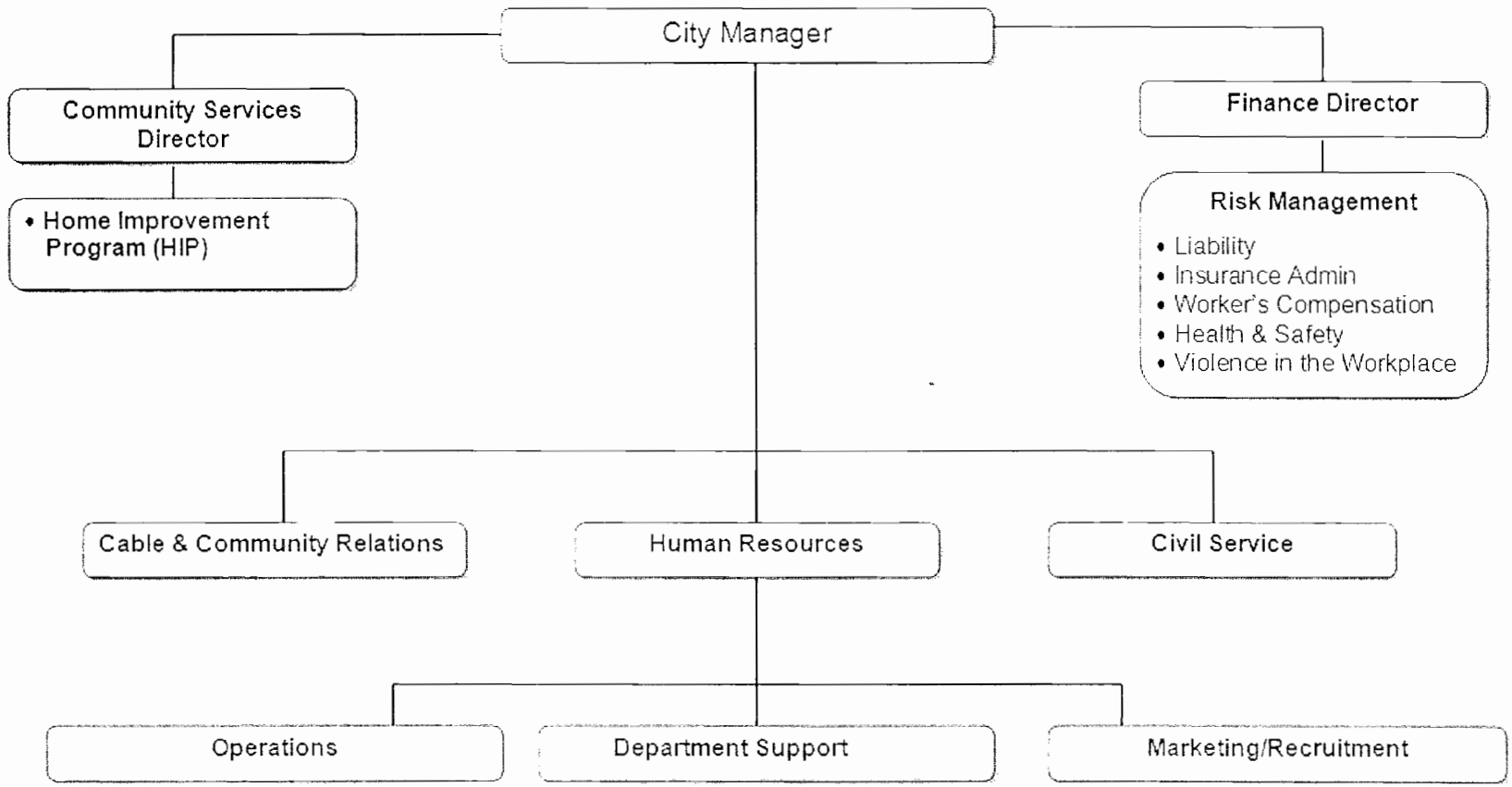


HR Reorganization

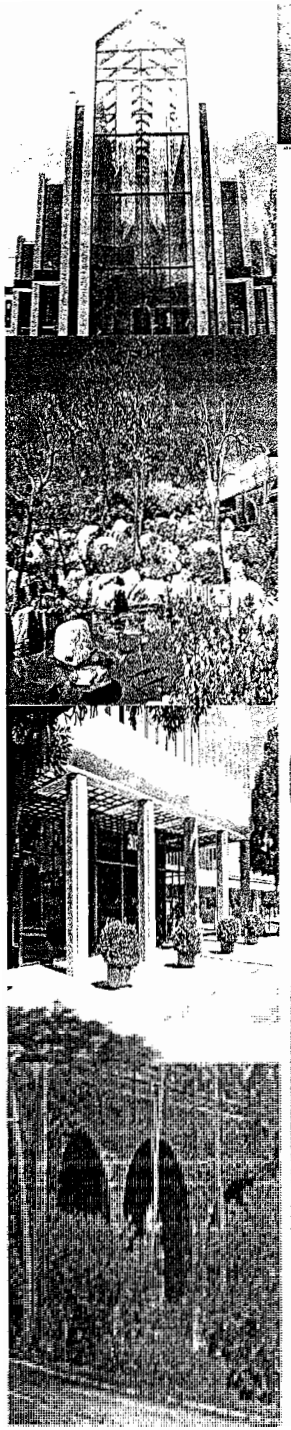
- **Review of Reorganization**
  - **Accomplishments to date**
    - Risk Management move on July 13, 2012
  - **Upcoming HR Remodel**
    - Bid – November 2012
    - Award – December 2012
    - Phase I – Front Lobby: January 2013 – March 2013
    - Phase II – Back Offices: April 2013 – June 2013
    - **Expected completion: Summer 2013**
- **Proposed Expedited Personnel Reorganization**
  - **Phasing**
    - Phase I: Current
    - ***Phase II: Transitioning***
    - Phase III: Final

Phase I - Current





Phase I - continued



Human Resources
1.0 Administrator - Vacant

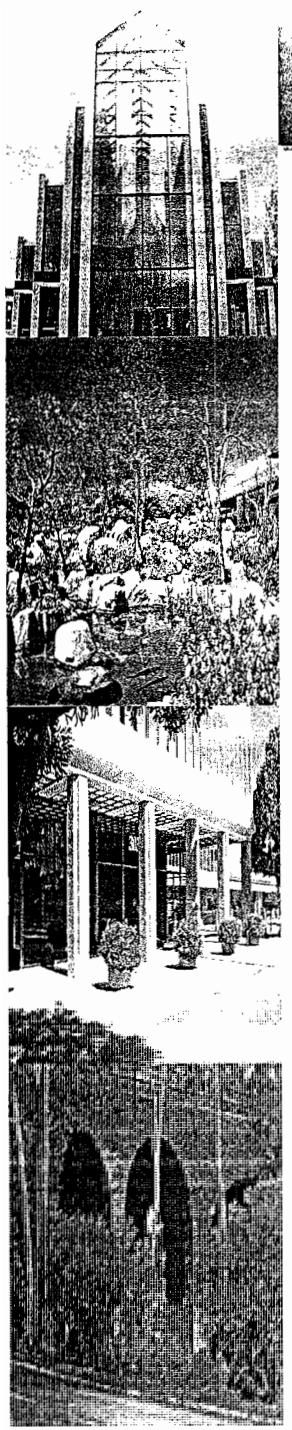
Automation
- .5 Senior HR Analyst

Operations
- 1 0 HR Manager
- .5 Senior HR Analyst
- 5 Senior HR Analyst
- 1.0 Personnel Technician (under filled with Secretary)
- 1.25 Secretary
- 1 0 Customer Service Rep

Department Support
- 1.0 HR Manager
- 2.0 Senior HR Analyst
- 1.0 HR Analyst
- 1.0 Personnel Tech
- 1.0 Secretary

Marketing/Recruitment
- 1.0 Senior HR Analyst
- 8 Staff Assistant
- 75 Personnel Tech

Phase I - continued



City Manager

Human Resources

- Visioning
- Automation

Operations

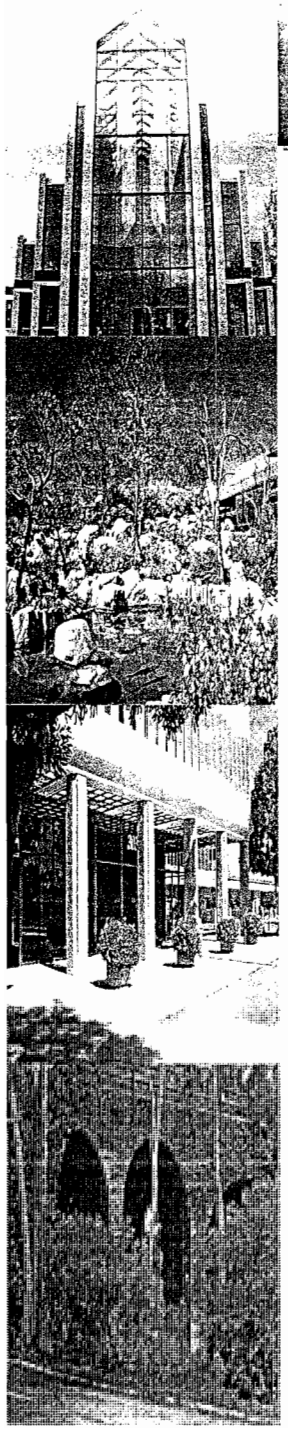
- On-boarding (registrations)
- Benefit Negotiation
- Benefits (transactional duties)
- Health Fair/Employee Newsletter
- Employee Recognition
- CALPERS Bridge
- Central Personnel Records
- Investigations
- DOT Compliance
- General Operations/Support
- Mandatory Training (Ethics & Harassment)

Department Support

- Focused support Dept. specific (Analyst w/specific Dept. knowledge)
- Performance Management
- Performance Improvement Plans (PIP) & Evaluation Support
- Labor Relations Support
- Exam plan specifics
- Exam Results Analysis
- Classifications
- Compensation Analysis
- Testing

Marketing/Recruitment

- Marketing (Paid/Non-paid)
- Recruitment (Paid/Non-paid)
- Interface to Training Team
- Managers Forum
- Strategic Plan Support



Phase II – Transitioning

CMO
- 1.0 Assistant City Manager
- 1.0 Assistant to the City Manager

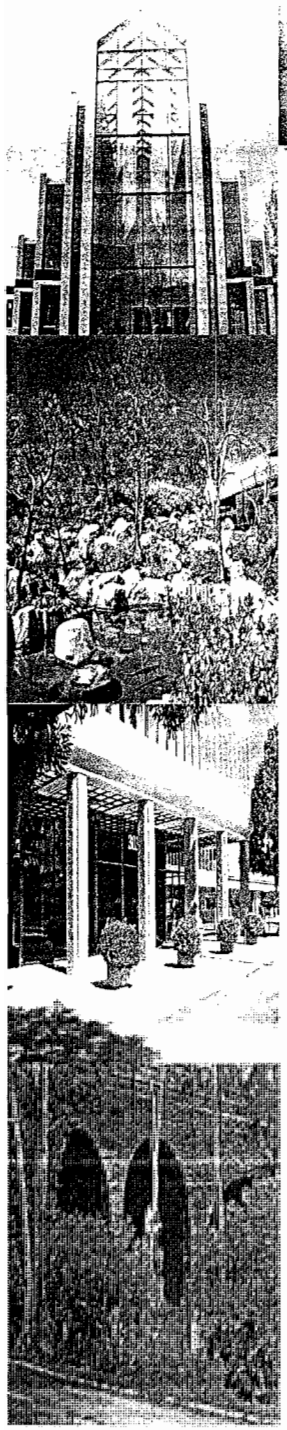
HUMAN RESOURCES
- 1.0 Administrator*
- 1.0 Senior HR Analyst
- .8 Staff Assistant
- .75 Personnel Technician

OPERATIONS
- 1.0 HR Manager
- .5 Senior HR Analyst
- .5 Senior HR Analyst
- 1.0 Personnel Technician
- 1.25 Secretary
- 1.0 Customer Service Rep

Automation
- .5 Senior HR Analyst

DEPARTMENT SUPPORT
- 1.0 HR Manager
- 2.0 Senior HR Analyst
- 1.0 HR Analyst
- 1.0 Personnel Tech
- 1.0 Secretary

NOTE: * Funding for the HR Administrator position will be determined after the examination is complete.



Phase II – Transitioning

CITY MANAGER

Automation

HUMAN RESOURCES

- Marketing (Paid/Non-paid)
- Recruitment (Paid/Non-paid)
- Interface to Training Team
- Managers Forum
- Strategic Plan Support
- Organizational Development
- Visioning

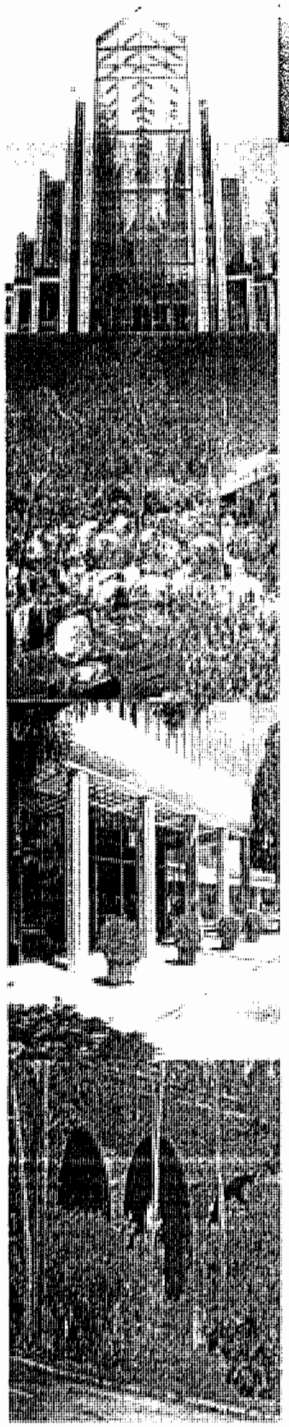
OPERATIONS

- On-boarding (registrations)
- Benefit Negotiation
- Benefits (transactional duties)
- Health Fair/Employee Newsletter
- Employee Recognition
- CALPERS Bridge
- Central Personnel Records
- Investigations
- DOT Compliance
- General Operations/Support
- Mandatory Training (Ethics & Harassment)

DEPARTMENT SUPPORT

- Focused support Dept. specific (Analyst w/specific Dept. knowledge)
- Performance Management
- Performance Improvement Plans (PIP) & Evaluation Support
- Labor Relations Support
- Exam plan specifics
- Exam Results Analysis
- Classifications
- Compensation Analysis
- Testing

Phase III – Final Reorganization



HUMAN RESOURCES
- **1.0 Administrator**
- .8 Staff Assistant
- .75 Personnel Technician

Automation
- **.5 Senior HR Analyst**

OPERATIONS
- **1.0 HR Principal Analyst**
- .5 Senior HR Analyst
- 5 Senior HR Analyst
- 1 0 Personnel Technician
- 1 25 Secretary
- 1 0 Customer Service Rep.

DEPARTMENT SUPPORT
- **1.0 HR Principal Analyst**
- 2.0 Senior HR Analyst
- 1.0 HR Analyst
- 1.0 Personnel Tech
- 1 0 Secretary

Committee Meeting of
December 4, 2012

Honorable Chair and Members
Of the Finance and Governmental Operations Committee
City Hall
Torrance, California

Members of the Committee

SUBJECT: City Manager - Request to appropriate funds from the sale of Centennial promotional items, Centennial Celebration Dinner and Centennial Birthday Bash fees for the Torrance Centennial FEAP 739

Expenditure: $ 28,313.67

RECOMMENDATION

Recommendation of the City Manager that the City Council Finance and Governmental Operations Committee approve an appropriation of $ 28,313.67 from the sale of Centennial promotional items, the Centennial celebration dinner and Centennial birthday bash fees for the Torrance Centennial – FEAP 739.

Funding

Funding available from the sale of Centennial promotional items, the Centennial celebration dinner and the Centennial Birthday Bash vendor fees.

BACKGROUND AND ANALYSIS

The Torrance Centennial committee was established May 19, 2009 to plan and recommend fun-filled and educational events in the City to celebrate the City's first 100 years. In order to meet the financial requirements of putting on such a celebration, the City contributed a total of $100,000 paid into the Centennial budget over a four year period.

In order to supplement funds provided by the City, the Centennial Committee included a fundraising subcommittee whose role was to seek out additional funds to cover the expenses for this city-wide celebration. Funds have been collected from the sale of promotional items that include the commemorative bricks, Centennial celebration dinner and the Centennial Birthday Bash vendor fees.

With the approval of this appropriation, the total Centennial budget is $ 470,440.45.

It is anticipated that the close out of the Centennial budget will occur in the 3rd quarter. Any remaining funds will go back to the City's General Fund.

Respectfully submitted,

Eleanor B. Jones
Management Associate
Staff Liaison to the Centennial Committee

CONCUR:

LeRoy J. Jackson
City Manager

Committee Meeting of
December 4, 2012

Honorable Chair and Members
of the Finance and Governmental Operations Committee
City Hall
Torrance, California

Members of the Committee:

Subject: Finance – Addition of 1.0 Staff Assistant to the Audit Division of the Finance Department

Expenditure: $89,000 (offset by additional revenues)

RECOMMENDATION

Recommendation of the Finance Director that the Finance and Governmental Operations Committee approve the addition of 1.0 Staff Assistant to the Audit Division of the Finance Department and expenditures for 1.0 vehicle.

Funding

Funding for the Staff Assistant ($84,700) and 1.0 vehicle ($4,300) for a total of $89,000 will be generated from additional net revenues generated from the added position.

BACKGROUND/ANALYSIS

The Finance Department is currently budgeted for 3.0 FTE Intern positions. The Intern positions are typically temporary (up to 1,000 hours) in assignment which have historically been students or recent college graduates. The Interns are generally seeking to gain additional experience in the audit and accounting fields which they can use to parlay for permanent employment elsewhere.

In August 2011, the Audit Division of the Finance Department began utilizing an Intern to assist with identifying and collecting delinquent business licenses in addition to regular Intern duties. The department has found that having a full time person working a mixture of audit and collection work optimizes the maximum return for the position. The Intern, working about 20 hours a week with other City departments and the business community, has netted 527 additional business licenses and generated revenue of $262,000 for the 2011/12 fiscal year. The majority of this revenue will be recurring as long as the business continues to operate in Torrance. Penalties and interest are assessed on a delinquent business that is discovered operating without a license, however, not all of the revenue generated will be recurring.

For the first five (5) months of this fiscal year, the Intern has licensed an additional 194 businesses and generated revenues of $117,000. In the seventeen months aggregate, the Intern has processed and collected a total of 721 new business licenses generating about $379,000 (attachment A). The other 20 hours a week were spent on reviewing and

documenting Fleet, Warehouse, and inventory operations as well as reviewing the Business License Code for possible updates.

The continued funding of this position will be contingent on performance. The position will continue to be funded as long as the return on investment for this position is maintained at $2 of revenue generated to $1 in costs. The ideal position is a blend between an "Auditor" and a "Collection Specialist/Debt Collector". The department is utilizing the position of Staff Assistant because the job specifications broadly encompass the duties required and should the revenue goal not be met, the position could more easily be "defunded".

The duties would include the following:

- Assist with revenue audits, reviews, evaluations and recommendations of various municipal revenue streams. Examples would be California Sales/Use Tax, Transient Occupancy Tax, Business License Tax, Commercial Waste Haulers, and Property Tax
- Assist with internal and operational audits, reviews, evaluations, and recommendations to improve government accountability, efficiency, and effectiveness (inventory, warehouse, fleet, cash collections, etc.)
- Assist in coordinating activities between different City departments for projects on tax and code compliance
- Assist with fieldwork for various revenue, internal and operational type audits, reviews, and evaluations. Examples would be assisting with recalculating amounts, verifying information, administrative tasks, and computer work
- Contact existing and new businesses to verify compliance with Torrance Municipal Code – Revenue and Taxation section (business license/permits, utility users' tax, refuse hauling, occupancy tax, sales tax, etc.)
- Operate various computer systems and databases to enter, edit, and evaluate data
- Represent the City in small claims court
- Issue citations in accordance with the Torrance Municipal Code
- Contact citizens to remind them of delinquent accounts
- Maintain, create, prepare records, spreadsheets, reports and databases as required
- Perform related duties and responsibilities

Respectfully submitted,

Eric E. Tsao
Finance Director

CONCUR:

LeRoy J. Jackson
City Manager

Attachments

A. Business License Collections Summary
B. Organizational Charts – Current and Proposed

Business License Collections Summary
Audit Division
November 16, 2012

Months	nquent Business Licer		New Licenses -Fire Inspections		New Licenses		Sales Tax		Contractors		Waste Haulers		Yellow Pages		Total	
	Accounts Collected	Amount	Accounts Collected	Amount	Accounts Collected	Amount	Accounts Collected	Amount	Accounts Collected	Amount	Accounts Collected	Amount	Accounts Collected	Amount	Accounts Collected	Amount
Prior Year Accumulated Balance	223	95,325	258	140,765	46	25,693	-	$ -	-	$ -	-	-	-	$ -	527	**261,784**
07-31-12	8	3,426	14	11,408	16	3,641	-	-	-	-	-	-	-	-	38	**18,475**
08-31-12	18	24,528	8	3,075	10	2,393	-	-	-	-	3	3,947	-	-	39	**33,942**
09-30-12	39	29,673	11	4,816	3	1,762	-	-	-	-	-	-	-	-	53	**36,250**
10-31-12	28	13,218	7	3,304	3	953	-	-	-	-	-	-	-	-	38	**17,475**
11-30-12	18	6,313	7	4,679	1	227	-	-	-	-	-	-	-	-	26	**11,219**
12-31-12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
01-31-13	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
02-28-13	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03-31-13	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
04-30-13	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
05-31-13	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
06-30-13	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	**334**	**$172,483**	**305**	**$ 168,046**	**79**	**$ 34,668**	-	$ -	-	$ -	**3**	**$ 3,947**	-	$ -	**721**	**$379,144**

	Prior Yr.	FY 2013
Delinquent Business Licenses		
Total Accounts List	735	1,483
Out of business or moved	(287)	(165)
Accounts to be resolved	448	1,318
Prior year collections	(223)	-
Current fiscal year collections	(6)	(105)
Total accounts collected	**(229)**	**(105)**
Total unresolved licenses	219	1,213

	FY 2013
New Licenses-Waste Haulers	
Current List to Date	32
Exempt	(2)
Total accounts collected	**(3)**
Total unresolved licenses	27

	Prior Yr.	FY 2013
Fire Inspections		
Fire Inspections to Date	1,148	160
Vacant per Finance or TFD	(124)	(11)
Valid Business Licenses	(412)	(61)
Duplicates	(49)	-
Exempt	(67)	(19)
Out of business	(223)	(21)
Other	24	-
Total adjustments	(851)	(112)
Total net after adjustments	297	48
Prior year collections	**(258)**	-
Current fiscal year collections	(18)	(29)
Total accounts collected	**(276)**	**(29)**
Total unresolved fire reports	21	19

	Prior Yr.	FY 2013
New License Issued		
No. of new businesses found	89	33
Accounts with valid licenses	(40)	-
Out of business	(2)	-
Businesses requiring a license	47	33
Exempt businesses	(1)	-
Total accounts collected	**(46)**	**(33)**
Unresolved business licenses	-	-

	FY 2013
New Licenses-Yellow Pages	
Current List to Date	-
Exempt	-
Total accounts collected	-
Total unresolved licenses	-

	FY 2013
New Licenses-Sales Tax	
Current List to Date	-
Exempt	-
Total accounts collected	-
Total unresolved licenses	-

	FY 2013
New Licenses-Contractors	
Current List to Date	-
Exempt	-
Total accounts collectec	-
Total unresolved licenses	-

39

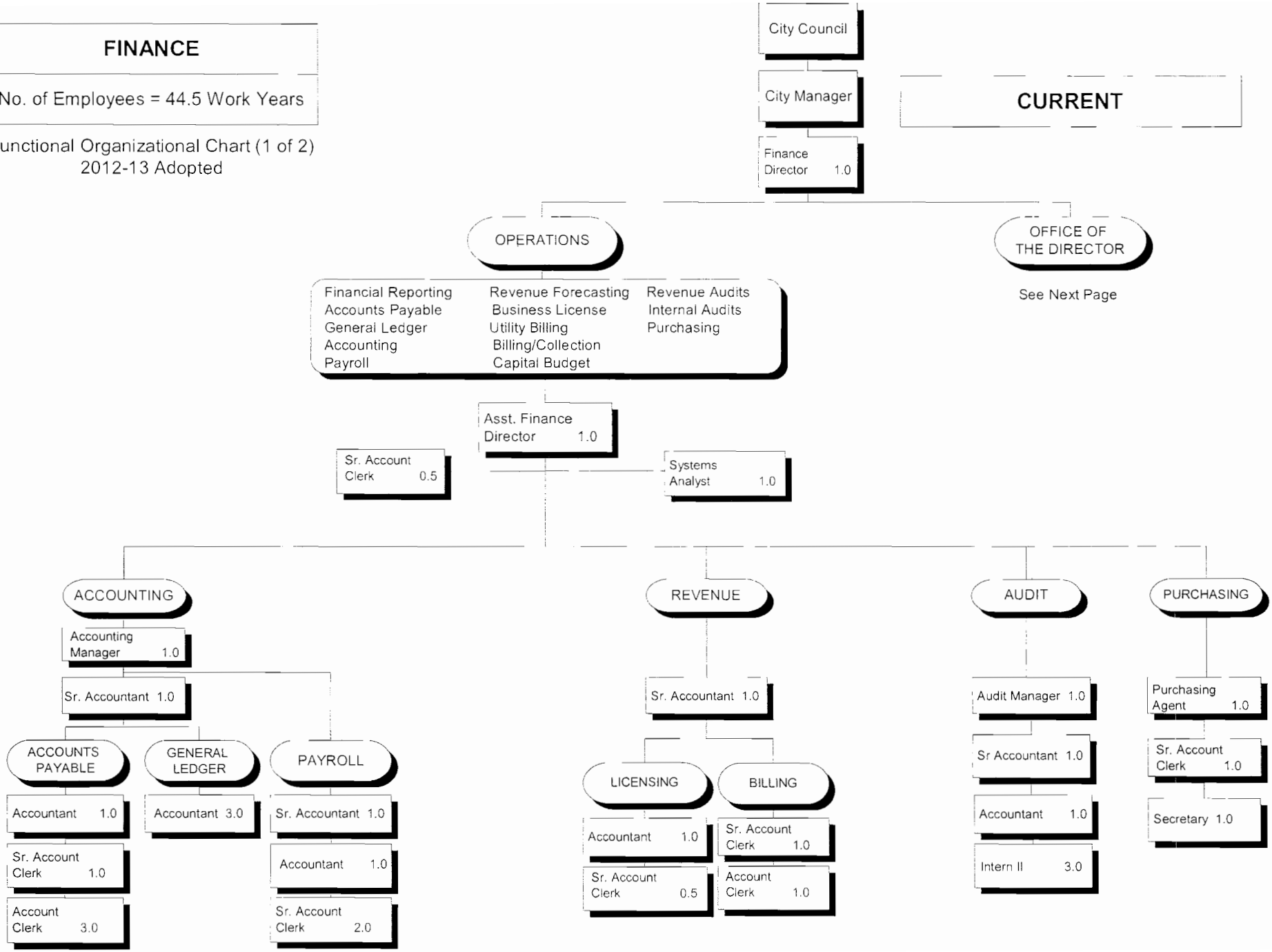
ATTACHMENT A

FINANCE

No. of Employees = 44.5 Work Years

Functional Organizational Chart (1 of 2)
2012-13 Adopted

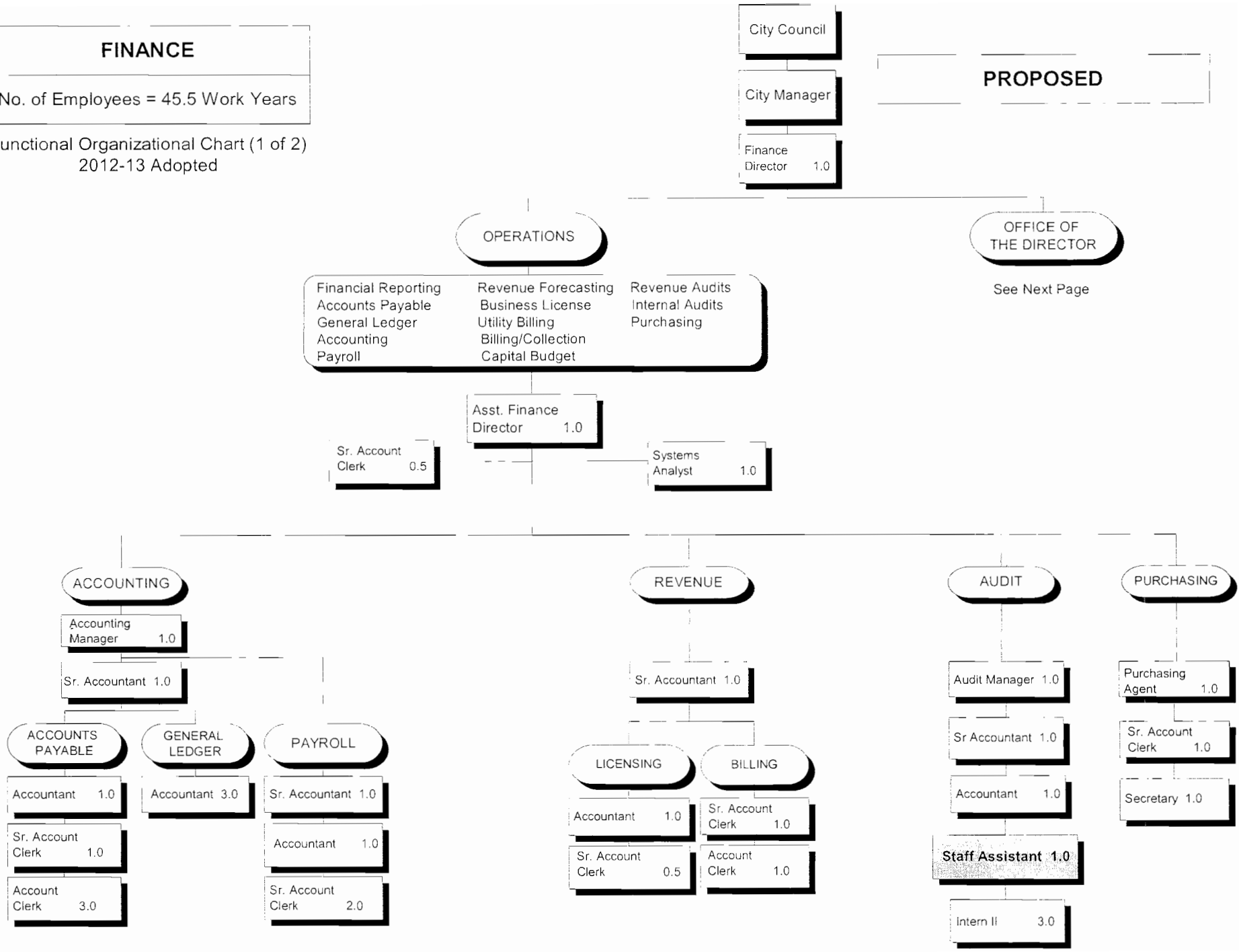
CURRENT



FINANCE

No. of Employees = 45.5 Work Years

Functional Organizational Chart (1 of 2)
2012-13 Adopted



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Committee Meeting of
December 4, 2012

Honorable Chair and Members
of the Finance and Governmental Operations Committee
City Hall
Torrance, California

Members of the Committee:

SUBJECT: Approve the Appropriation and Modifications to the Public Works Department Capital Projects. Expenditure: $ 1,948,254

RECOMMENDATION

Recommendation of the Public Works Director that the Finance and Governmental Operations Committee approve the appropriation and modifications to the Public Works Department's Capital Projects of current and new capital improvements.

Funding

Funding is available from the Unappropriated Capital Project Fund, Development Impact Fees Fund, Water and Sewer Enterprise Funds, Proposition C, Measure R Highway and Transportation Development Act (TDA) Fund.

BACKGROUND/ ANALYSIS

The Torrance Public Works Department oversees a Capital improvement program in an amount of approximately $13.6 million dollars. As projects move into their design or construction phases, staff reassesses the project funding needs. In addition, staff reassesses the funding sources to determine if there is an opportunity to exchange non-general funds for projects that can qualify for those more restrictive funding sources. The item before you tonight is an assessment of current capital project funding and new projects requiring funding modifications.

Below is a listing of the projects requiring your concurrence for funding modifications. Table 1 summarizes these funding modifications. Staff is recommending the reallocation and appropriation of funds as outlined in Table 1.

Table 1

Existing Project Funding Modifications and New Project Programming

Existing Project Funding Modifications and New Project Programming	Gen Fund	Prop C	Gas Tax	DIF Transp	DIF Storm Drain	TDA Article 3	Water Enterp Funds	Sewer Enterp Funds	Meas R Local Return	Meas R Hwy Program
T-30 - Del Amo Extension			($161,000)	$161,000						
T-129 - Intersection of Crenshaw & 182nd and their intersections with I-405 Fwy									($300,000)	$300,000
I-125 - Torrance Bridge	$215,000									
I-108 - North Torrance Well Field Project							$100,000			
(NEW) - Amie Pump Station Upgrades	$200,000							$300,000		
I-110 - Machado Lake Watershed BMP's	$25,000									
(NEW) - PCH Guardrail		$550,000								
(NEW) - Madison Storm Drain & Sewer Project					$58,254					
I-74 - Water Main Replacement Project							$500,000			
Street Maintenance Operations Funding Swap	($178,630)					$178,630				
Sub-Total	$261,370	$550,000	($161,000)	$161,000	$58,254	$178,630	$600,000	$300,000	($300,000)	$300,000
Net Change	**$1,948,254**									

1. **Del Amo Boulevard Extension Project, CIP No. T-30: Appropriation of $161,000 from Development Impact Fees (DIF) – Transportation**

In August 2005, the City Council approved the DIF program with Transportation as one of its elements. The Del Amo Boulevard Extension, T-30 was identified as an eligible transportation facility. On January 25, 2011, the City Council approved an appropriation of $285,389.86 of Transportation Impact Fees to the Del Amo project. The $285,389.86 was the entire amount collected-to-date (as of December 31, 2010) and all funds were spent on eligible construction and construction management costs.

Currently, there is an additional balance of $284,558 of Transportation Impact Fees, collected from January 1, 2011 to present. These funds must be spent on a

qualifying City project(s) within 5 years of being collected, otherwise, the funds must be returned to the applicant.

Staff is still performing construction management and administration of the Del Amo Extension Project. The effort will be ongoing into 2013 to ensure the City complies with requirements for use of federal and state grant funds; administers grant reimbursements; and administers remaining easements. The cost for the remaining tasks would be partially paid from the remaining balance ($161,000) of T-30 Gas Tax funds. Rather than use the T-30 Gas Tax funds, it is requested to appropriate $161,000 of DIF - Transportation funds so that $161,000 of Gas Tax funds can be made available for other capital project priorities.

2. **Public Works Operating Budget (Concrete Division): Swap of $178,630 General funds for Transportation Development Act Article 3 ("TDA") Funds**

TDA funds are allocated each fiscal year on a per-capita basis to local agencies in Los Angeles County. These funds may be used for design and construction of pedestrian and bicycle facilities and amenities, including wheelchair ramps. However, the TDA funds can also be spent on similar eligible expenditures for labor by Public Works forces and concrete materials purchased for the eligible repairs.

Currently, the City of Torrance has a balance of TDA funds on reserve in the amount of $178,630. The balance equates to the City's FY12 ($72,106) and FY13 ($106,524) allocations. Because the PW-Concrete Division routinely repairs and constructs pedestrian facilities (i.e., sidewalks and curb ramps, etc.), it is recommended that the $178,630 be appropriated to the Public Works Operating Budget for its Concrete Division. If approved, $178,630 of General Fund from the Concrete Division's operating budget can be made available for other Capital Project priorities.

3. **North Torrance Well Field Project, CIP No. I-108: Appropriation of $100,000 from Water Enterprise Fund**

The North Torrance Well Field Project, with a current project development budget of $630,000, will develop three proposed wells, construct a water storage reservoir, water treatment facilities and boost water into the water distribution system in the area of Yukon Avenue north of the I-405 Freeway. The project includes environmental processing, soils evaluation, water system modeling and preliminary design.

To complete the CEQA process for a Mitigated Negative Declaration, an Inundation Study is required for the proposed three (3) million gallon tank. The Community Development Department requires this study to show and to mitigate the impacts should the proposed 3 million gallon tank rupture.

Proposed budget would increase by $100,000 from the Water Enterprise Fund balance, bringing the total budget to $730,000. The additional funding is needed for staff to process a contract for the Inundation Study and to process the Statements of Qualifications (SOQ) and RFP for the Design/Build contract. The updated

Infrastructure Action Plan (IAP) worksheet for Project I-108 is included as **Attachment A** for your reference.

4. **Amie Pump Station Upgrades (New Project): Appropriation of $500,000 from Sewer Enterprise Fund ($300,000) and General Fund ($200,000)**

The Amie Stormwater Detention Basin Pump Station needs an upgrade to its pumping capacity to match the newly constructed force main in Spencer Avenue. The new force main was constructed in Spencer Avenue in 1999 to handle 20 cfs (cubic feet per second), but upgrades to the pump station were not completed.

The Stormwater Basin Enhancement Project will provide a cost sharing opportunity, since the Stormwater Basin Enhancement Project will need to construct a new pumping vault and discharge pipes from the basin to Spencer Avenue. The proposed Amie Pump Station Upgrade project will replace the existing 5 cfs and the 3 cfs pumps with two 5 cfs pumps and a 10 cfs adjustable drive pump for a total pumping capacity of 20 cfs, replace the control panel and pay for SCE to upgrade the power system from the pole to the panel. Total estimated cost is $500,000.

Funding of the proposed project with an estimated budget of $500,000 will be 60% or $300,000 from Sewer Enterprise Fund balance, and 40% or $200,000 from General Fund. This work requires a separate project budget from the Stormwater Basin Enhancement Project, CIP I-102, since this is a grant funded project. The new Infrastructure Action Plan (IAP) worksheet for this project is included as **Attachment B** for your reference.

5. **Machado Lake Watershed Best Management Practices for Nutrient and Toxics TMDLs, CIP No. I-110: Appropriation of $25,000 from General Fund**

The City is required by the Regional Water Quality Control Board to implement water quality monitoring at City boundaries of the Machado Lake Watershed, then use that study to develop structural and programmatic Best Management Practices (BMPs) to prevent nutrients and toxics from leaving the City and being deposited into Machado Lake. Staff met with Regional Board staff and it was agreed that Torrance could submit a combined Machado Lake Nutrient and Toxics TMDL BMP Implementation Plan.

Proposals were solicited from Carollo Engineers, who prepared the Stormwater Quality Master Plan, and Northgate Environmental Management. Carollo Engineers were selected based on qualifications and familiarity with the City's stormwater quality model. Staff negotiated a scope of work and fee of $76,948. The Machado Lake Watershed Best Management Practices for Nutrient and Toxics TMDL project has a budget of $389,063, of which $289,063 is encumbered for water quality monitoring and $23,913 has been expended for Project Management. The remaining balance is $76,087.

Proposed budget increase of $25,000, from the General Fund, is requested to cover the balance of the consultant contract and staff costs. The updated Infrastructure

Action Plan (IAP) worksheet for Project I-110 is included as **Attachment C** for your reference.

6. **Pacific Electric Roadway Bridge Rehabilitation and Beautification (a.k.a. Torrance Bridge), CIP No. I-125: Appropriation of $215,000 from General Fund**

On January 10, 2012, Council approved the Torrance Bridge Repair and Beautification Project, I-125. At that time, the amount allocated to this project was $125,000. Staff secured a grant from the National Trust Preservation Fund in the amount of $5,000 to help offset design costs which totaled $38,370. This left $91,630 available for construction, inspection and project management costs.

During the design phase, three significant determinations were made: 1) The historic preservationist recommended the removal of all ivy from the structure to return the bridge to its original, intended appearance. This recommendation was accepted and approved by the Citizen Development and Enrichment Committee on May 8, 2012. Upon further inspection and after preliminary removal took place, many more cracks and spalls were found, which were not visible before. Subsequently, the surface area of the bridge to be cleaned and the surface area to be treated was increased. 2) The wooden railing was to be replaced in kind as approved at the July 17, 2012 Council Meeting. This replacement railing requires a foundation support system on top of the deck of the bridge that runs the full length of the structure. 3) At the same July 17, 2012 Council Meeting, the lighting concept for the bridge was also approved with a request to add additional electrical outlets. The proposed lighting configuration requires underground trenching to connect the lights to the power source. Because this aspect is more aesthetic than maintenance in nature, the lighting construction was bid separately, but within the same project.

On October 25, 2012, five bids were received for the project. The base bid for the project, which included repairs to the concrete cracks and spalls, ivy removal, surface treatment and replacement of the wooden railing, was estimated to be between $160,000 and $180,000. Truesdell Corporation came in below the engineer's estimate at $158,158. The lighting was an additional $67,067 for a total amount of $225,225. Adding in the anticipated standard 5% contingency, inspection, project/construction management costs, the total need for the project is $306,630.

Since only $91,630 is currently available in the I-125 account, the total amount needed to complete the project is $215,000. Funding is available from the unappropriated capital project General funds. The updated Infrastructure Action Plan (IAP) worksheet for Project I-125 is included as **Attachment D** for your reference.

7. **Fence and Guard Rail – South side of Pacific Coast Highway from Calle Mayor to Anza Avenue (New Project): Appropriation of $550,000 from Prop C Funds**

This proposed project will install 2,600 feet of metal guard rail and 3,000 feet of 8-foot high chain link fence along the south side of Pacific Coast Highway (PCH) between Calle Mayor and Anza Ave. The new fencing will encourage pedestrians to utilize the existing pedestrian overcrossing, thus eliminating the need for the fencing

in the center median, which will be removed as part of this project. The proposed guard rail on the south side median will help protect the new fence and it will also protect the large eucalyptus trees that line the southern side of PCH. In order to install both the guardrail and fencing, some of the shrubs and bushes within the south side median will also need to be removed. Most of these plants are already in decline. Therefore, their removal will help clean up the area and further allow City crews to perform regular maintenance.

Funding for this project is available in Prop C Funds. The new Infrastructure Action Plan (IAP) worksheet for this project is included as **Attachment E** for your reference.

8. **Madison Storm Drain Pipeline Replacement (New Project): Appropriation of $58,254 from Development Impact Fees – Storm Drain**

Replace 30' of an existing 18" reinforced concrete pipe (rcp) storm drain lateral. The work would include shoring because the pipeline is greater than 10' below the surface. There are also five (5) oil pipelines and one water line above the storm drain which make this project too complex for our maintenance department to undertake. Video inspection has confirmed a disconnect between the existing catch basin and storm drain pipeline. There are also severe offset joints between the segments of pipe that further allow the dirt above to seep into the pipe. When this happens, the roadway above is left unsupported and a sinkhole develops. If this project is not approved, the street will continue to fail due to the loss of roadway material through the damaged pipe. City crews will continue to backfill the hole and place new asphalt over the pipe until another sinkhole forms, which on average is repaired every six months.

Funding for this project is available through Storm Drain Impact Fees that have been collected from January 1, 2011 to present. These funds must be spent on a qualifying City project(s) within 5 years of being collected, otherwise, the funds must be returned to the applicant. The new Infrastructure Action Plan (IAP) worksheet for this project is included as **Attachment F** for your reference.

9. **Water Main Replacement Project in Northwest Torrance, CIP No. 1-74: Appropriation of $500,000 from Water Enterprise Fund**

This project is to replace deteriorated water mains in the northwest area of the City on a phased basis. The project design plans have been completed.

A portion of this project will be undertaken utilizing the services Water Operation field crews to replace 6" and 8" mains in low traffic impact arterials. This phase of the project consists of replacement of approximately 9,800 lineal feet of deteriorated water main over the three year period of FY 2012-13 through FY 2014-15.

The proposed budget for the project would increase by $500,000 to complete this phase of the project and is available from the Water Enterprise Fund balance. This budget would cover the costs of pipe, material and pavement repairs. The cost for labor is already covered by the Water Operations budget. The updated Infrastructure Action Plan (IAP) worksheet for this project is included as **Attachment G** for your reference.

10. **Intersection of Crenshaw Blvd. & 182nd and their intersections with I-405 Freeway, CIP No. T-129: Swap of $300,000 Measure R Local Return Funds for Measure R Highway Program Funds**

This Project is the Study and preliminary design of intersection improvements necessary to improve operations of the intersection of northbound I-405 On/Off ramps with 182nd Street; southbound I-405 On/Off Ramps with Crenshaw Boulevard; and intersection improvements of Crenshaw Blvd. and 182nd Street. This will be a complimentary and cooperative study with Caltrans' I-405 Freeway Improvements at Crenshaw Boulevard.

Operational improvements will eliminate/minimize northbound Crenshaw left-turn queue overflow onto through lanes; eliminate/minimize northbound Crenshaw and eastbound 182nd overflow onto through lanes; eliminate/minimize southbound right-turn queue's accessing the I-405 On Ramp; eliminate/minimize the westbound to southbound left-turn queue from 182nd Street onto Crenshaw Blvd.; and eliminate/minimize the eastbound through and right-turn queue from 182nd onto northbound I-405 On Ramp and southbound Crenshaw, respectively.

Metro Board approved funding of this project under Measure R Program funds as a bundled project, B7 - Arterial and Ramp I-405 at 182nd Street/Crenshaw Boulevard, with Caltrans Study of Corridor Intersection.

Caltrans has been continuing negotiations with Metro on the scope of work and Cooperative Agreement language before they can start detailed project analysis. Staff has provided information to Metro to assist in finalizing the scope of work with Caltrans.

On January 10, 2012, the City Council approved the FY 2011-12 Capital Projects budget. For this project, Measure R Local Return funds were identified as the

funding source. With your concurrence, the funding source for the project will be changed to Measure R Highway Program, thereby freeing up Measure R Local Return funds for other capital project priorities.

Staff has been working with Metro to move the project's time line to coincide with Metro and Caltrans efforts in their preliminary traffic study and corridor analysis, tentatively FY 2013-14. Upon completion, staff will work with Metro in drafting the funding agreement to be brought to the City Council for review and approval at that time.

Respectfully submitted,

ROBERT J. BESTE
Public Works Director

By Ted Semaan
Engineering Manager

CONCUR:

Robert J. Beste
Public Works Director

LeRoy J. Jackson
City Manager

Attachments – New or Modified Infrastructure Action Plan Worksheets:

A. North Torrance Well Field Project, CIP No. I-108
B. Amie Pump Station Upgrades (New Project)
C. Machado Lake Watershed Best Management Practices for Nutrient and Toxics TMDLs, CIP No. I-110
D. Torrance Bridge Rehabilitation and Beautification, CIP No. I-125
E. Fence and Guard Rail – South side of Pacific Coast Highway from Calle Mayor to Anza Avenue (New Project)
F. Madison Storm Drain Pipeline Replacement (New Project)
G. Water Main Replacement Project in Northwest Torrance, CIP No. 1-74

ATTACHMENT A

Request #: 2013-00078
I108

Infrastructure Action Plan (IAP)

Type of Project	Infrastructure
Project Location	Yukon Avenue north of I-405 Freeway
Project Title	North Torrance Well Field-Program
Submitting Department	Public Works - Project Design and Admin
Prepared By	DETTLE, JOHN C.
Preparer's Email	jdettle@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	DETTLE, JOHN C.
Project Leader's Email	jdettle@torranceca.gov
Project Start Date	12/22/2009
Estimated Completion Date	06/30/2020

Project Request Status	Proposed
Approved Project Status	

Description

This program will develop three proposed wells, construct a water storage reservoir, water treatment facilities and boost water into the water distribution system in the area of Yukon Avenue north of the I-405 Freeway. The project includes environmental processing, soils evaluation, water system modeling and preliminary design. Water from this local source would cost approximately $200 less per acre foot than water purchased from MWD. The City has purchased a property north of the 405 Freeway near Yukon Avenue.

To complete the CEQA process for a Mitigated Negative Declaration, an Inudation Study is required for the proposed 3 million gallon tank. Additional funding is needed for staff to process contract for Inundation Study and to process the SOQ and RFP for the Design/Build contract.

Justification

Predesign would remove the deteriorating water tank in McMaster Park and replace it with a larger tank on the new property. This would free up additional land for park use.

Inundation Study needed to show and mitigate the impacts of a rupture of the proposed 3 million gallon tank.

Impact of Non-Approval

Cost savings from producing local water supply will not be achieved. City's ability to provide water after major disastor impaired.

Project can not move forward without requirements for a Mitigated Negative Declaration, i.e. the Inundation Study.

Other Alternatives Considered

N/A

Department Priority	1	High

Recommendation		**Recommendation Last Changed**	
		Operator	
		Date/Time	

Initial Funding

Council or City Manager Approval Date	12/22/2009
Council or City Manager Approval Item	8E
Council or City Manager Approval Amount	$500,000

Amendments

Council Approval Date	Council Approval Item	Amount
08/09/2011	8i	$130,000

Cost Activity By Fiscal Year

Revision 2
Project Cost after Revision 2: $730,000

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:57:16 PM

	2014-15	2015-16	2016-17			Total
Project Management						$0
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Project Management	$100,000			$50,000		$150,000
Design				$50,000		$50,000
Construction Management						$0
Construction			$130,000			$130,000
Environmental Assessment						$0
Right-of-way						$0
Water System Modeling	$50,000					$50,000
Preliminary Design	$250,000					$250,000
Inspection						$0
Grading and Site Clean Up	$25,000					$25,000
Environmental and Soil Assessments	$75,000					$75,000
Sub-Total:	$500,000	$0	$130,000	$100,000	$0	$730,000

Revision 2 Amount: $100,000

	2012-13	2013-14	2014-15	2015-16	2016-17	Total
Project Management	$50,000					$50,000
Design	$50,000					$50,000
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$100,000	$0	$0	$0	$0	$100,000

Revision 1
Project Cost after Revision 1: $630,000

Created By: REYES, JOYCE I.
Created Date: 9/14/2011 9:55:26 AM

	2014-15	2015-16				Total
Project Management						$0
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Project Management	$100,000					$100,000
Design						$0
Construction Management						$0
Construction			$130,000			$130,000
Environmental Assessment						$0
Right-of-way						$0
Water System Modeling	$50,000					$50,000
Preliminary Design	$250,000					$250,000
Inspection						$0
Grading and Site Clean Up	$25,000					$25,000
Environmental and Soil Assessments	$75,000					$75,000
Sub-Total:	$500,000	$0	$130,000	$0	$0	$630,000

Revision 1 Amount: $130,000

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$130,000					$130,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$130,000	$0	$0	$0	$0	$130,000

Original Budget
Amount: $500,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 9:09:19 AM

	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Project Management	$100,000					$100,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Environmental and Soil Assessments	$75,000					$75,000
Grading and Site Clean Up	$25,000					$25,000
Water System Modeling	$50,000					$50,000
Preliminary Design	$250,000					$250,000
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Cost Activity By Financing Source

Revision 2
Project Cost after Revision 2: $730,000

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:58:39 PM

Financing Source	To Be Determined	Water Capital Project Fund				Total
Project Management	$50,000	$100,000				$150,000
Design	$50,000					$50,000
Construction Management						$0
Construction		$130,000				$130,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Water System Modeling		$50,000				$50,000
Preliminary Design		$250,000				$250,000
Grading and Site Clean Up		$25,000				$25,000
Environmental and Soil Assessments		$75,000				$75,000
Sub-Total:	$100,000	$630,000	$0	$0	$0	$730,000

Revision 2 Amount: $100,000

Financing Source	To Be Determined					Total
Project Management	$50,000					$50,000
Design	$50,000					$50,000
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$100,000	$0	$0	$0	$0	$100,000

Revision 1
Project Cost after Revision 1: $630,000

Created By: REYES, JOYCE I.
Created Date: 9/14/2011 9:55:34 AM

Financing Source	Water Capital Project Fund					Total
Project Management	$100,000					$100,000
Design						$0
Construction Management						$0
Construction	$130,000					$130,000
Environmental Assessment						$0
Right-of-way						$0
Water System Modeling	$50,000					$50,000
Preliminary Design	$250,000					$250,000
Inspection						$0
Grading and Site Clean Up	$25,000					$25,000
Environmental and Soil Assessments	$75,000					$75,000
Sub-Total:	$630,000	$0	$0	$0	$0	$630,000

Revision 1 Amount: $130,000

Financing Source	Water Capital Project Fund					Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$130,000					$130,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$130,000	$0	$0	$0	$0	$130,000

Original Budget
Amount: $500,000

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Created Date: 1/4/2011 9:09:19 AM

Financing Source	Water Capital Project Fund					Total

Project Management	$100,000					$100,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Environmental and Soil Assessments	$75,000					$75,000
Grading and Site Clean Up	$25,000					$25,000
Water System Modeling	$50,000					$50,000
Preliminary Design	$250,000					$250,000
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Project Timeline

Timeline after Revision 2

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:59:15 PM

Description	2014-15	2015-16	2016-17	2017-18	2018-19
Project Management	☐	☐	☐	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☑	☑	☐	☐	☐
Construction	☑	☑	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☑	☑	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐

Description	2009-10	2010-11	2011-12	2012-13	2013-14
Project Management	☐	☑	☑	☑	☑
Design	☐	☑	☑	☑	☐
Construction Management	☐	☐	☑	☐	☑
Construction	☐	☐	☑	☐	☑
Right-of-way	☐	☐	☐	☐	☐
Preliminary	☐	☑	☑	☐	☐
Water System Modeling	☐	☑	☐	☐	☐
Environmental Assessment	☐	☐	☐	☑	☐
Inspection	☐	☐	☑	☐	☑

Revision 2

Description	2012-13	2013-14	2014-15	2015-16	2016-17
Project Management	☑	☑	☐	☐	☐
Design	☑	☐	☐	☐	☐
Construction Management	☐	☑	☑	☑	☐
Construction	☐	☑	☑	☑	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☑	☑	☑	☑	☐

Revision 2

Created By: DETTLE, JOHN C.
Created Date: 3/15/2011 3:56:05 PM

Description	2009-10	2010-11	2011-12	2012-13	2013-14
Project Management	☐	☑	☑	☑	☑
Design	☐	☑	☑	☐	☐
Construction Management	☐	☐	☑	☑	☑
Construction	☐	☐	☑	☑	☑
Right-of-way	☐	☐	☐	☐	☐
Preliminary	☐	☑	☑	☐	☐
Water System Modeling	☐	☑	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Inspection	☐	☐	☑	☑	☑

Description	2010-11	2011-12	2012-13	2013-14	2014-15
Project Management	☑	☑	☑	☑	☐
Design	☑	☑	☐	☐	☐
Construction Management	☐	☑	☑	☑	☐
Construction	☐	☑	☑	☑	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Inspection	☐	☑	☑	☑	☐

Original Timeline

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Description	2009-10	2010-11	2011-12	2012-13	2013-14
Project Management	☐	☐	☐	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Preliminary	☐	☑	☑	☐	☐

Financing Source - Details

Revision 4 | Created By: DETTLE, JOHN C.
Project Cost after Revision 4: $730,000 | Created Date: 11/20/2012 4:01:03 PM

Financing Source	2014-15	2015-16	2016-17			Total
To Be Determined						$0
Water Capital Project Fund						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Water Capital Project Fund	$500,000		$130,000			$630,000
To Be Determined				$100,000		$100,000
Sub-Total:	$500,000	$0	$130,000	$100,000	$0	$730,000

Revision 4 Amount: $100,000

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined		$100,000					$100,000
Sub-Total:		$100,000	$0	$0	$0	$0	$100,000

Revision 4 | Created By: REYES, JOYCE I.
Project Cost after Revision 4: $630,000 | Created Date: 9/14/2011 9:55:48 AM

Financing Source	2014-15	2015-16				Total
Water Capital Project Fund						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Water Capital Project Fund	$500,000		$130,000			$630,000
Sub-Total:	$500,000	$0	$130,000	$0	$0	$630,000

Revision 4 Amount: $130,000

Financing Source	Council Approved Date/Time	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Water Capital Project Fund	08/09/2011 8i	$130,000					$130,000
Sub-Total:		$130,000	$0	$0	$0	$0	$130,000

Original Budget | Created By: REYES, JOYCE I.
Amount: $500,000 | Created Date: 1/4/2011 9:15:52 AM

Financing Source	Council Approved Date/Time	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Water Capital Project Fund	12/22/2009 8E	$500,000					$500,000
Sub-Total:		$500,000	$0	$0	$0	$0	$500,000

Financing Source Options

Original Budget
Total Amount: $100,000 **Total Percentage: 100%**

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 4:01:19 PM

Financing Source	Percent	Amount
Water Capital Project Fund	100%	$100,000

Revision 1
Project Cost after Revision 1: $130,000

Revision 1 Amount: $130,000

Created By: REYES, JOYCE I.
Created Date: 9/14/2011 9:55:58 AM

Financing Source	Percent	Amount
Water Capital Project Fund	100%	$130,000

Original Budget
Amount: $500,000

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Created Date: 3/1/2011 10:36:54 AM

Financing Source	Percent	Amount
Water Capital Project Fund	100%	$500,000

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost)
Total Project Cost: $730,000

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	$100,000	$100,000
Water Capital Project Fund	$630,000	$630,000
Grand Total:	$730,000	$730,000

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: $730,000

Financing Source	2014-15	2015-16	2016-17			Total
To Be Determined						$0
Water Capital Project Fund						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Water Capital Project Fund	$500,000		$130,000			$630,000
To Be Determined				$100,000		$100,000
Sub-Total:	$500,000	$0	$130,000	$100,000	$0	$730,000

Net Changes
Amount: $230,000

Financing Source	2016-17					Total
To Be Determined						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Water Capital Project Fund	$130,000					$130,000
To Be Determined		$100,000				$100,000
Sub-Total:	$130,000	$100,000	$0	$0	$0	$230,000

Original Budget
Amount: $500,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 9:15:52 AM

Financing Source	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Water Capital Project Fund	$500,000					$500,000
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Quarterly Updates

Month September **Year** 2012

CDD has requested an Inundation Study for proposed 3 million gallon reservior before proceeding with CEQA and Land Zoning change. Staff has requested a proposal for Inundation Study and will award that contract next quarter.

Month June **Year** 2012

Easement documents have been approved by TUSD for Temporary Right of Way. Ingress/Egress easements to share improved parking lot now being prepared. Process to approve CEQA and Land Zoning change on hold while water treatment requirements were being reviewed with DOHS. Issue of concern is Maganese levels and TDS. Staff proposes blending with imported water to meet requirements. Purchase Order has been issued to model the water system for TDS. Pre-Qualification process to be approved specifically for this project via a Resolution. Final RFQ & RFP needs to be revised to include pipe for blending.

Month March **Year** 2012

Easement documents have all been prepared. Staff to meet with TUSD for Temporary Right of Way in April. Process to approve CEQA and Land Zoning change on hold while water treatment requirements were being reviewed with DOHS. Issue of concern is Maganese levels. Staff proposes blending with imported water to meet requirements. Final meeting with DOHS in April the CEQA and Land Zoning change can proceed. Pre-Qualification process to be approved specifically for this project via a Resolution. Final staff comments being incorporated into RFQ & RFP for presentation to City Attorney prior to taking Resolution to Council.

Month December **Year** 2011

City Manager's Office have obtained the conditions required by TUSD for access easement, i.e. lease terms. Consultant preparing easement documents. CDD has reviewed the Environmental Assessment reports and process to approve CEQA and change Land Zoning to begin. Public Works staff to work with City Attorney on Pre-Qualification Ordinance. The issuing of RFQ's is pending completion of the Access Easement, Contractor Pre-Qualification Ordinance and CEQA approval.

Month September **Year** 2011

Pre-design plans and specifications have been reviewed by staff and returned to Consultant. City Manager's Office is working with TUSD to obtain an Access Easement along south side of Yukon Elementary School. On August 9, 2011 the City Council approved an amendment for AECOM for an additional $52,354 for environmental assessment reports and technical support services during design/build proposal review The contract was extended to August 31, 2012 and an additional $130,000 was appropriated from the Water Enterprise Fund to cover the amendment and additional staff costs. Project Manager is working with City Attorney's Office on procedure to pre-qualify contractors. Project Manager is working with CDD to bring forward the CEQA approval and to rezone the site from Agricultural to Public Use in January 2012. This issuing of RFQ's is pending completion of the Access Easement, Contractor Pre-Qualification procedure and CEQA approval.

Month June **Year** 2011

Same as September 2010 Update.

Month March **Year** 2011

Same as September 2010 Update.

Month December **Year** 2010

Update the same as September 2010.

Month September **Year** 2010

Pre-Design contract awarded in August 2010. Budget $500,000 Expenses (5,434) Balance 09/30/10 $494,566

Month June **Year** 2010

Staff has received and evaluated Pre-Design proposals. Pre-Design contract to be awarded in August 2010. Budget $500,000 Expenses (2,039) Balance 06/30/10 $497,961

Month March **Year** 2010

Staff has prepared a draft Scope of Work. Pre-Design contract should be awarded in May 2010. Budget $500,000 Expenses (2,039) Balance 03/31/10 $497,961

Month December **Year** 2009

Council approved this project I108 on 12/22/09 item 8E Budget $500,000 Expenses 0 Balance 12/31/09 $500,000

Budget vs. Expenses

Last Payroll Update 11/3/2012 Budget As Of 11/20/2012

Expenses

Life To Date Budget - Posted	$630,000.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$630,000.00
Actual	$625,805.72
Encumbrances	$0.00
Unposted Transaction	$0.00
Available Budget	$4,194.28

Revenue

Life To Date Budget - Posted	$630,000.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$630,000.00
Actual	$630,000.00
Unposted Transaction	$0.00
Available Budget	$0.00

ATTACHMENT B

Request #: 2013-00077 **Infrastructure Action Plan (IAP)**

Type of Project	Infrastructure
Project Location	Amie Stormwater Detention Basin
Project Title	Amie Basin Pump Station Upgrades
Submitting Department	Public Works - Project Design and Admin
Prepared By	DETTLE, JOHN C.
Preparer's Email	jdettle@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	DETTLE, JOHN C.
Project Leader's Email	jdettle@torranceca.gov
Project Start Date	11/20/2012
Estimated Completion Date	03/20/2014

Project Request Status	Proposed
Approved Project Status	

Description

The Amie Storm Water Detention Basin Pump Station is under capacity. To meet design requirements it should be able to pump 20 cubic feet per second, (cfs) but currently has less than 8 cfs capacity. A new force main was constructed in Spencer Avenue to handle 20 cfs, but upgrades to the pump station were not completed. Modifications to the Amie Storm Water Detention Basin for the Stormwater Basin Enhancement Project, CIP I-102 will reduce the pumping capacity The Stormwater Basin Enhancement Project will provide a cost sharing opportunity, since the Stormwater Basin Enhancement Project will need to construct a new pumping vault and discharge pipes from the basin.

This project will replace the 5 cfs and the 3 cfs pumps with 5 cfs, 5 cfs and a 10 cfs adjustable drive pumps, replace the control panel and pay for SCE to upgrade the power system from the pole to the panel. The cost of this work has been estimated at $500,000 by the consultant for the Storm Water Basin Enhancement Project. This work would be included and constructed with the Storm Water Basin Enhancement Project so no additional funding for Project Management is proposed. This work requires a seperate project budget from the Storm Water Basin Enhancement Project, CIP I-102, since that is a grant funded project.

Justification

The Storm Water Basin Enhancement Project provides an opportunity to share costs to upgrade the Amie Storm Water Detention Basin Pump Station by funding new pump station wet well and force mains from the pump station to Spencer Avenue required to relocate the pump station. That relocation also extends the length of the force main system, thereby increasing the pumping head and reducing the system efficiency.

Impact of Non-Approval

Increased incidents of flooding at the Amie Storm Water Basin.

Other Alternatives Considered

Pump Station Upgrades could be postponed but force mains would have to be reconstructed again.

Department Priority	1	High

Recommendation		**Recommendation Last Changed**	
		Operator	
		Date/Time	

Cost Activity By Fiscal Year

Original Budget
Amount: $500,000

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:21:32 PM

	2012-13	2013-14	2014-15	2015-16	2016-17	Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$500,000					$500,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Cost Activity By Financing Source

Original Budget
Amount: $500,000

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:21:32 PM

Financing Source	To Be Determined					Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$500,000					$500,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Project Timeline

Original Timeline

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:21:32 PM

Description	2012-13	2013-14			
Project Management	☐	☐	☐	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☑	☑	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Financing Source - Details

Original Budget
Amount: $500,000

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:21:32 PM

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined		$500,000					$500,000
Sub-Total:		$500,000	$0	$0	$0	$0	$500,000

Financing Source Options

Original Budget
Total Amount: $500,000 **Total Percentage: 100%**

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:21:32 PM

Financing Source	Percent	Amount
Sewer Capital Project Fd	60%	$300,000
General Fund	40%	$200,000

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost)
Total Project Cost: $500,000

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	$500,000	$500,000
Grand Total:	$500,000	$500,000

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: $500,000

Financing Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined	$500,000					$500,000
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Original Budget
Amount: $500,000

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:21:32 PM

Financing Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined	$500,000					$500,000
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Budget vs. Expenses

Last Payroll Update _____ Budget As Of _____

Expenses

Life To Date Budget - Posted	
Life To Date Budget - Unposted	
Total Life To Date Budget	
Actual	
Encumbrances	
Unposted Transaction	
Available Budget	

Revenue

Life To Date Budget - Posted	
Life To Date Budget - Unposted	
Total Life To Date Budget	
Actual	
Unposted Transaction	
Available Budget	

ATTACHMENT C

Request #: 2013-00076
I 110

Infrastructure Action Plan (IAP)

Type of Project	Infrastructure
Project Location	South Torrance
Project Title	Machado Lake Watershed Best Managment Practices for Nutrient and Toxics TMDLs (Water Quality Monitoring & Reporting Plan)
Submitting Department	Public Works - Project Design and Admin
Prepared By	DETTLE, JOHN C.
Preparer's Email	jdettle@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	DETTLE, JOHN C.
Project Leader's Email	jdettle@torranceca.gov
Project Start Date	09/27/2011
Estimated Completion Date	10/31/2014

Project Request Status	Proposed
Approved Project Status	

Description

The City is required by the Regional Board to implement water quality monitoring at City boundaries of the Machado Lake Watershed, then use that study to develop structural and programmatic Best Management Practices (BMPs) to prevent nutrients and toxics from leaving the City and being deposited into Machado Lake. Once the BMPs are determined that will bring the City into compliance with the Machado Lake Nutrient and Toxics TMDLs, then the budget will be requested.

The Machado Lake Nutrient TMDL requires a BMP Implementation Plan to be submitted. Staff met with Regional Board and it was agreed the City could provide a joint Machado Lake Nutrient and Toxics TMDLs BMP Implemetation Plan. That plan is due by September 2013. It was also agreed that Torrance could submit a joint Machado Lake Nutrient and Toxics Monitoring Plan, already submitted for approval.

The Regional Board is requiring a Machado Lake TMDL BMP Implementation Plan. Staff met with Regional Board staff and it was agreed that Torrance could submit a combined Machado Lake Nutrient and Toxics TMDL BMP Implementation Plan. Proposals were solicited from Carollo Engineers, who prepare the Storm Water Quaiity Master Plan, and Northgate Environmental Management. Carollo Engineers were selected based on qualifications and familiarity with the City's storm water quality model. Staff negotiated a scope of work and fee of $76,948. There are not sufficient funds in this project to cover both the consultant contract and staff costs. An additional $25,000 is needed.

Justification

The City is required to comply with TMDLs adopted by the Regional Board and incorporated into the City's NPDES Permit. The Machado Lake Nutrient TMDL Monitoring and Reporting Plan is the first requirement of the TMDL.

The Machado Lake Toxics TMDL is now in effect and requires a BMP Implementation Plan and Monitoring Plan.

Impact of Non-Approval

The Regional Board can issue fines up to $25,000 per day for non-compliance with TMDL water quality regulations.

Other Alternatives Considered

Pay the fines.

Department Priority	1	High

Recommendation

Recommendation Last Changed

Operator

Date/Time

Initial Funding

Council or City Manager Approval Date	09/27/2011
Council or City Manager Approval Item	8H
Council or City Manager Approval Amount	$364,063

Amendments

Council Approval Date	Council Approval Item	Amount
05/15/2012	12B	$25,000

Cost Activity By Fiscal Year

Revision 2
Project Cost after Revision 2: $414,063

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:09:17 PM

	2016-17					Total
Project Management						$0
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management	$75,000	$50,000				$125,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Additional Water Sampling & Analysis	$6,504					$6,504
Water Quality Monitoring & Implementation Plan	$282,559					$282,559
Inspection						$0
Sub-Total:	$364,063	$50,000	$0	$0	$0	$414,063

Revision 2 Amount: $25,000

	2012-13	2013-14	2014-15	2015-16	2016-17	Total
Project Management	$25,000					$25,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$25,000	$0	$0	$0	$0	$25,000

Revision 1
Project Cost after Revision 1: $389,063

Created By: REYES, JOYCE I
Created Date: 9/17/2012 3:53:58 PM

	2016-17					Total
Project Management						$0
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management	$75,000	$25,000				$100,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Additional Water Sampling & Analysis	$6,504					$6,504
Water Quality Monitoring & Implementation Plan	$282,559					$282,559
Inspection						$0
Sub-Total:	$364,063	$25,000	$0	$0	$0	$389,063

Revision 1 Amount: $25,000

	2012-13	2013-14	2014-15	2015-16	2016-17	Total

Project Management	$25,000					$25,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$25,000	$0	$0	$0	$0	$25,000

Original Budget
Amount: $364,063

Created By: DETTLE, JOHN C.
Created Date: 3/15/2011 4:23:02 PM

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management	$75,000					$75,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Water Quality Monitoring & Implementation Plan	$282,559					$282,559
Additional Water Sampling & Analysis	$6,504					$6,504
Sub-Total:	$364,063	$0	$0	$0	$0	$364,063

Cost Activity By Financing Source

Revision 2
Project Cost after Revision 2: $414,063

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:11:39 PM

Financing Source	Sewer Capital Project Fd	To Be Determined				Total
Project Management	$100,000	$25,000				$125,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Additional Water Sampling & Analysis	$6,504					$6,504
Water Quality Monitoring & Implementation Plan	$282,559					$282,559
Inspection						$0
Sub-Total:	$389,063	$25,000	$0	$0	$0	$414,063

Revision 2 Amount: $25,000

Financing Source	To Be Determined					Total
Project Management	$25,000					$25,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$25,000	$0	$0	$0	$0	$25,000

Revision 1
Project Cost after Revision 1: $389,063

Created By: REYES, JOYCE I.
Created Date: 9/17/2012 3:54:08 PM

Financing Source	Sewer Capital Project Fd					Total
Project Management	$100,000					$100,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Additional Water Sampling & Analysis	$6,504					$6,504
Water Quality Monitoring & Implementation Plan	$282,559					$282,559
Inspection						$0
Sub-Total:	$389,063	$0	$0	$0	$0	$389,063

Revision 1 Amount: $25,000

Financing Source	Sewer Capital Project Fd					Total
Project Management	$25,000					$25,000
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$25,000	$0	$0	$0	$0	$25,000

Original Budget
Amount: $364,063

Created By: DETTLE, JOHN C.
Created Date: 3/15/2011 4:23:02 PM

Financing Source	Sewer Capital Project Fd					Total
Project Management	$75,000					$75,000
Design						$0

Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Water Quality Monitoring & Implementation Plan	$282,559					$282,559
Additional Water Sampling & Analysis	$6,504					$6,504
Sub-Total:	$364,063	$0	$0	$0	$0	$364,063

Project Timeline

Original Timeline

Created By: DETTLE, JOHN C.
Created Date: 3/15/2011 4:23:02 PM

Description	2011-12	2012-13	2013-14	2014-15	
Project Management	☑	☑	☑	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Water Quality Monitoring & Implementation Plan	☑	☑	☑	☐	☐

Financing Source - Details

Revision 2
Project Cost after Revision 2: $414,063

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:14:04 PM

Financing Source	2016-17					Total
To Be Determined						$0
Sewer Capital Project Fd						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Sewer Capital Project Fd	$364,063	$25,000				$389,063
To Be Determined		$25,000				$25,000
Sub-Total:	$364,063	$50,000	$0	$0	$0	$414,063

Revision 2 Amount: $25,000

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined		$25,000					$25,000
Sub-Total:		$25,000	$0	$0	$0	$0	$25,000

Revision 2
Project Cost after Revision 2: $389,063

Created By: REYES, JOYCE I
Created Date: 9/17/2012 3:51:02 PM

Financing Source	2016-17					Total
Sewer Capital Project Fd						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Sewer Capital Project Fd	$364,063	$25,000				$389,063
Sub-Total:	$364,063	$25,000	$0	$0	$0	$389,063

Revision 2 Amount: $25,000

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
Sewer Capital Project Fd	05/15/2012 12B	$25,000					$25,000
Sub-Total:		$25,000	$0	$0	$0	$0	$25,000

Original Budget
Amount: $364,063

Created By: DETTLE, JOHN C.
Created Date: 3/15/2011 4:23:02 PM

Financing Source	Council Approved Date/Time	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Sewer Capital Project Fd	09/27/2011 8H	$364,063					$364,063
Sub-Total:		$364,063	$0	$0	$0	$0	$364,063

Financing Source Options

Original Budget
Total Amount: $25,000 **Total Percentage: 100%**

Created By: DETTLE, JOHN C.
Created Date: 11/20/2012 3:15:34 PM

Financing Source	Percent	Amount
General Fund	100%	$25,000

Revision 1
Project Cost after Revision 1: $25,000

Created By: REYES, JOYCE I
Created Date: 9/17/2012 3:51:28 PM

Revision 1 Amount: $25,000

Financing Source	Percent	Amount
Sewer Capital Project Fd	100%	$25,000

Original Budget
Amount: $364,063

Created By: DETTLE, JOHN C.
Created Date: 3/15/2011 4:23:02 PM

Financing Source	Percent	Amount
Sewer Capital Project Fd	100%	$364,063

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost)
Total Project Cost: $414,063

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	$25,000	$25,000
Sewer Capital Project Fd	$389,063	$389,063
Grand Total:	$414,063	$414,063

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: $414,063

Financing Source	2016-17					Total
To Be Determined						$0
Sewer Capital Project Fd						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Sewer Capital Project Fd	$364,063	$25,000				$389,063
To Be Determined		$25,000				$25,000
Sub-Total:	$364,063	$50,000	$0	$0	$0	$414,063

Net Changes
Amount: $50,000

Financing Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined	$25,000					$25,000
Sewer Capital Project Fd	$25,000					$25,000
Sub-Total:	$50,000	$0	$0	$0	$0	$50,000

Original Budget
Amount: $364,063

Created By: DETTLE, JOHN C.
Created Date: 3/15/2011 4:23:02 PM

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Sewer Capital Project Fd	$364,063					$364,063
Sub-Total:	$364,063	$0	$0	$0	$0	$364,063

Quarterly Updates

Month September **Year** 2012

The City has received the proposal for a Machado Lake Nutrient and Toxics BMP Implementation Plan. The City has requested this plan to provide 30% design level plans and cost estimates to provide the back up needed to appiy for grants. The proposal cost is $76,000. Staff will take this item to Council in October 2012 for approval and additional funding. City has also submitted an Integrated Machado Lake Nutrient and Toxics Monitoring Plan, currently we only monitor for nutrients. Once this plan is approved by the Regional Board, staff will propose an amendment to the existing monitoring contract.

Month June **Year** 2012

First report on water quality data has been submitted. BMP Implementation Plan is now due to Board and staff has requested proposals. Contract and appropriations for BMP Implementation Plan to go to Council next quarter. Estimated cost is $50,000.

Month March **Year** 2012

The first year of Monitoring is underway. First report on water quality data verses TMDL requirements due next quarter

Month December **Year** 2011

Northgate Environmental Mangement, Inc. has now obtained permits to access Los Angeles Flood Control District manholes and are ready to start monitoring.

Month September **Year** 2011

City Council approved the budget and awarded the monitoring contract for Machado Lake Nutrients TMDL to Northgate Environmental Management, Inc. on September 27, 2011 Waiting on receipt of signed contract to start monitoring services.

Budget vs. Expenses

Last Payroll Update 11/17/2012 Budget As Of 11/27/2012

Expenses

Life To Date Budget - Posted	$389,063.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$389,063.00
Actual	$122,174.53
Encumbrances	$190,801.91
Unposted Transaction	$0.00
Available Budget	$76,086.56

Revenue

Life To Date Budget - Posted	$389,063.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$389,063.00
Actual	$389,063.00
Unposted Transaction	$0.00
Available Budget	$0.00

ATTACHMENT D

Request #: 2013-00072
I 125

Infrastructure Action Plan (IAP)

Type of Project	Infrastructure
Project Location	Torrance Bridge
Project Title	Torrance Bridge Beautification and Maintenance
Submitting Department	Public Works - Project Design and Admin
Prepared By	OVERSTREET, ELIZABETH F.
Preparer's Email	eoverstreet@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	OVERSTREET, ELIZABETH F.
Project Leader's Email	eoverstreet@torranceca.gov
Project Start Date	01/10/2012
Estimated Completion Date	06/30/2013

Project Request Status	Proposed
Approved Project Status	

Description

The Torrance Bridge is on the National Register of Historic Places. It is located over Torrance Blvd, just west of Western Avenue. It was designed by the famous architect, Irving Gill, and it was built in 1913. The historically significant bridge is in need of maintenance repairs such as patching concrete spalls, sealing cracks, and repairing damaged sections of handrails. Beautification efforts would include flood lighting of bridge arches, and removing/trimming vegetation on the bridge structure. Also, as part of the project, a replacement entryway monument sign would be installed near the northwest corner of Western Ave and Torrance Blvd that was previously damaged in a car accident.

NOTE FROM FINANCE: $5,000 received on January 20, 2012 from the National Trust for Historic Preservation. Department will have to go to Council to appropriate the $5,000 to I 125 project.

$125,000 funding from General Fund Street Maintenance operations that was swapped with Prop C $ (part of the $199,634 Torrance Arterial Street Maintenance that was approved by Metro on January 23, 2012)

Justification

Due to the upcoming City Centennial Celebrations in the year 2012, the City Council Committee for Citizen Development and Enrichment wishes to beautify the City's "most recognizable landmark". Additionally, the biennial inspection of bridges provided by the County of Los Angeles has identified this bridge as "structurally deficient" and repairs are recommended. Performing the above mentioned repairs would remove the deficient status.

Impact of Non-Approval

Higher maintenance/rehabilitation costs at future date

Other Alternatives Considered

N/A

Department Priority	1	High

Recommendation		**Recommendation Last Changed**	
		Operator	
		Date/Time	

Initial Funding

Council or City Manager Approval Date	01/10/2012
Council or City Manager Approval Item	12A
Council or City Manager Approval Amount	$125,000

Amendments

Council Approval Date	Council Approval Item	Amount
04/03/2012	8B	$5,000

Cost Activity By Fiscal Year

Revision 2
Project Cost after Revision 2: $345,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 11/27/2012 4:48:14 PM

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management	$730	$1,980				$2,710
Design	$37,640					$37,640
Construction Management		$28,803				$28,803
Construction		$236,487				$236,487
Environmental Assessment						$0
Right-of-way						$0
Inspection		$39,360				$39,360
Sub-Total:	$38,370	$306,630	$0	$0	$0	$345,000

Revision 2 Amount: $215,000

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management	($5,570)	$1,980				($3,590)
Design	$22,040					$22,040
Construction Management		$22,503				$22,503
Construction	($5,000)	$148,687				$143,687
Environmental Assessment						$0
Right-of-way						$0
Inspection		$30,360				$30,360
Sub-Total:	$11,470	$203,530	$0	$0	$0	$215,000

Revision 1
Project Cost after Revision 1: $130,000

Created By: REYES, JOYCE I.
Created Date: 4/13/2012 10:17:44 AM

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management	$6,300					$6,300
Design	$15,600					$15,600
Construction Management		$6,300				$6,300
Construction	$5,000	$87,800				$92,800
Environmental Assessment						$0
Right-of-way						$0
Inspection		$9,000				$9,000
Sub-Total:	$26,900	$103,100	$0	$0	$0	$130,000

Revision 1 Amount: $5,000

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$5,000					$5,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$5,000	$0	$0	$0	$0	$5,000

Original Budget
Amount: $125,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 9/2/2011 4:08:06 PM

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management	$6,300					$6,300
Design	$15,600					$15,600
Construction Management		$6,300				$6,300
Construction		$87,800				$87,800
Environmental Assessment						$0
Right-of-way						$0
Inspection		$9,000				$9,000
Sub-Total:	$21,900	$103,100	$0	$0	$0	$125,000

Cost Activity By Financing Source

Revision 2
Project Cost after Revision 2: $345,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 11/27/2012 4:52:44 PM

Financing Source	General Fund	Grants-Others	To Be Determined			Total
Project Management	$6,300		($3,590)			$2,710
Design	$15,600		$22,040			$37,640
Construction Management	$6,300		$22,503			$28,803
Construction	$87,800	$5,000	$143,687			$236,487
Environmental Assessment						$0
Right-of-way						$0
Inspection	$9,000		$30,360			$39,360
Sub-Total:	$125,000	$5,000	$215,000	$0	$0	$345,000

Revision 2 Amount: $215,000

Financing Source	To Be Determined					Total
Project Management	($3,590)					($3,590)
Design	$22,040					$22,040
Construction Management	$22,503					$22,503
Construction	$143,687					$143,687
Environmental Assessment						$0
Right-of-way						$0
Inspection	$30,360					$30,360
Sub-Total:	$215,000	$0	$0	$0	$0	$215,000

Revision 1
Project Cost after Revision 1: $130,000

Created By: REYES, JOYCE I.
Created Date: 4/13/2012 10:18:41 AM

Financing Source	General Fund	Grants-Others				Total
Project Management	$6,300					$6,300
Design	$15,600					$15,600
Construction Management	$6,300					$6,300
Construction	$87,800	$5,000				$92,800
Environmental Assessment						$0
Right-of-way						$0
Inspection	$9,000					$9,000
Sub-Total:	$125,000	$5,000	$0	$0	$0	$130,000

Revision 1 Amount: $5,000

Financing Source	Grants-Others					Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$5,000					$5,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$5,000	$0	$0	$0	$0	$5,000

Original Budget
Amount: $125,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 9/2/2011 4:08:06 PM

Financing Source	General Fund					Total
Project Management	$6,300					$6,300
Design	$15,600					$15,600
Construction Management	$6,300					$6,300
Construction	$87,800					$87,800
Environmental Assessment						$0
Right-of-way						$0
Inspection	$9,000					$9,000
Sub-Total:	$125,000	$0	$0	$0	$0	$125,000

Project Timeline

Timeline after Revision 1

Created By: OVERSTREET, ELIZABETH F.
Created Date: 11/27/2012 4:56:54 PM

Description	2011-12	2012-13	2013-14	2014-15	2015-16
Project Management	☑	☑	☐	☐	☐
Design	☑	☑	☐	☐	☐
Construction Management	☐	☑	☐	☐	☐
Construction	☐	☑	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Inspection	☐	☑	☐	☐	☐

Revision 1

Description	2012-13				
Project Management	☑	☐	☐	☐	☐
Design	☑	☐	☐	☐	☐
Construction Management	☑	☐	☐	☐	☐
Construction	☑	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☑	☐	☐	☐	☐

Original Timeline

Created By: OVERSTREET, ELIZABETH F.
Created Date: 9/2/2011 4:08:06 PM

Description	2011-12	2012-13			
Project Management	☑	☐	☐	☐	☐
Design	☑	☐	☐	☐	☐
Construction Management	☐	☑	☐	☐	☐
Construction	☐	☑	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☐	☑	☐	☐	☐

Financing Source - Details

Revision 2
Project Cost after Revision 2: $345,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 11/19/2012 4:49:50 PM

Financing Source	2016-17					Total
To Be Determined						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Grants-Others	$5,000					$5,000
General Fund	$125,000					$125,000
To Be Determined		$215,000				$215,000
Sub-Total:	$130,000	$215,000	$0	$0	$0	$345,000

Revision 2 Amount: $215,000

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined		$215,000					$215,000
Sub-Total:		$215,000	$0	$0	$0	$0	$215,000

Revision 2
Project Cost after Revision 2: $130,000

Created By: REYES, JOYCE I.
Created Date: 4/13/2012 10:17:17 AM

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Grants-Others	$5,000					$5,000
General Fund	$125,000					$125,000
Sub-Total:	$130,000	$0	$0	$0	$0	$130,000

Revision 2 Amount: $5,000

Financing Source	Council Approved Date/Time	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Grants-Others	04/03/2012 8B-fr National Trust for Historic Preservation	$5,000					$5,000
Sub-Total:		$5,000	$0	$0	$0	$0	$5,000

Original Budget
Amount: $125,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 9/2/2011 4:08:06 PM

Financing Source	Council Approved Date/Time	2011-12	2012-13	2013-14	2014-15	2015-16	Total
General Fund	01/10/2012 12A	$125,000					$125,000
Sub-Total:		$125,000	$0	$0	$0	$0	$125,000

Financing Source Options

Original Budget
Total Amount: $215,000 **Total Percentage: 100%**

Created By: OVERSTREET, ELIZABETH F.
Created Date: 11/19/2012 4:10:54 PM

Financing Source	Percent	Amount
General Fund	100%	$215,000

Revision 1
Project Cost after Revision 1: $5,000

Created By: REYES, JOYCE I.
Created Date: 4/13/2012 10:17:55 AM

Revision 1 Amount: $5,000

Financing Source	Percent	Amount
Grants-Others	100%	$5,000

Original Budget
Amount: $125,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 9/2/2011 4:12:39 PM

Financing Source	Percent	Amount
General Fund	100%	$125,000

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost)
Total Project Cost: $345,000

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	$215,000	$215,000
General Fund	$125,000	$125,000
Grants-Others	$5,000	$5,000
Grand Total:	$345,000	$345,000

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: $345,000

Financing Source	2016-17					Total
To Be Determined						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Grants-Others	$5,000					$5,000
General Fund	$125,000					$125,000
To Be Determined		$215,000				$215,000
Sub-Total:	$130,000	$215,000	$0	$0	$0	$345,000

Net Changes
Amount: $220,000

Financing Source	2016-17					Total
To Be Determined						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Grants-Others	$5,000					$5,000
To Be Determined		$215,000				$215,000
Sub-Total:	$5,000	$215,000	$0	$0	$0	$220,000

Original Budget
Amount: $125,000

Created By: OVERSTREET, ELIZABETH F.
Created Date: 9/2/2011 4:08:06 PM

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
General Fund	$125,000					$125,000
Sub-Total:	$125,000	$0	$0	$0	$0	$125,000

Quarterly Updates

Month September **Year** 2012

Project was advertised for construction with a bid opening of August 23rd. The city received no bids for this project. Plans and Specifications were brought back to the table and revised to reflect an extended construction deadline, along with a transfer of qualifications from contractor to subcontractor, in order to open up bids to more contractors. It has been re-advertised on September 29th, and is scheduled for a new bid opening of October 18th.

Month June **Year** 2012

Meeting was conducted on April 3, May 22, and June 18, 2012 to discuss vegetation removal, lighting and railing options. It was concluded to use white in-ground lighting and remove vegetation. Railing options are still in discussion. Krakower has submitted 60% plans and is currently working on 90% plans and specifications to be submitted before end of June. Next steps will be to advertise once reviewing 100% plans in the beginning of July.

Month March **Year** 2012

On January 10, 2012, Council approved the project to beautify and maintain the Pacific Electric Railway (a.k.a. Torrance Bridge) and funding was appropriated. Staff received design proposals from 3 firms and a contract was awarded to Krakower and Associates to provide design services. On March 28, 2012 a 30% progress set of plans was submitted to the City. A meeting to discuss the next steps is scheduled for April 3, 2012.

Month December **Year** 2011

No Update Submitted

Budget vs. Expenses

Last Payroll Update 11/17/2012 Budget As Of 11/27/2012

Expenses

Life To Date Budget - Posted	$130,000.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$130,000.00
Actual	$33,810.04
Encumbrances	$4,560.00
Unposted Transaction	$0.00
Available Budget	$91,629.96

Revenue

Life To Date Budget - Posted	$130,000.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$130,000.00
Actual	$130,000.00
Unposted Transaction	$0.00
Available Budget	$0.00

ATTACHMENT E

Request #: 2013-00075 **Infrastructure Action Plan (IAP)**

Type of Project	Infrastructure
Project Location	Pacific Coast Highway between Calle Mayor and Anza Avenue
Project Title	Fence and Guard Rail South of Pacific Coast Highway from Calle Mayor to Anza Avenue
Submitting Department	Public Works - Project Design and Admin
Prepared By	OVERSTREET, ELIZABETH F.
Preparer's Email	eoverstreet@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	OVERSTREET, ELIZABETH F.
Project Leader's Email	eoverstreet@torranceca.gov
Project Start Date	11/20/2012
Estimated Completion Date	12/31/2013

Project Request Status	Proposed
Approved Project Status	

Description

Install 2600' of metal guard rail and 3000' of 8' high chain link fence along the south side of Pacific Coast Highway (PCH) between Calle Mayor and Anza Ave.

Justification

The guard rail will deter errant vehicles from crossing over the southerly curb onto the service road median. The fencing will encourage pedestrians to utilize the existing pedestrian overcrossing (instead of illegally crossing PCH). Many of the shrubs and bushes to be removed, in order to install the improvements, are already in decline. Their removal will help clean up the area and further allow City crews to perform regular maintenance.

Impact of Non-Approval

Without the proposed fencing in place, students from South High will continue to cross PCH in undesignated areas (instead of utilizing the pedestrian overcrossing). Although there is an existing fence in the center median of PCH to discourage pedestrians from crossing in the undesignated areas, that fence is continually in need of repair due to errant vehicles knocking it down, or pedestrians cutting holes in the fence to pass through. Not only would the proposed guard help protect the proposed fence on the south service road median from being knocked down my errant vehicles, it would also protect the large eucalyptus trees that line the southern side of PCH. The proposed guard rail would also eliminate the potential for any errant vehicles to completely cross over the service road median into the residential area to the south.

Other Alternatives Considered

Another alternative considered was a masonry block wall. Unfortunately, the alignment for the block wall, and its foundation, would either be in conflict with the location of the large eucalyptus trees or the 12 inch diameter water main that runs parallel to PCH. In order for the wall not to interfere with the location of the waterline, the trees would need to be removed. These are large specimen trees and they are not in decline so this is not recommended. Conversely, if we were to leave the trees in place, the water main would need to be relocated so that the wall foundation would not be directly on top of the waterline. Another issue with a block wall would be graffiti concerns. Long block walls tend to attract graffiti artists more so than a slatted, chain link fence. The block wall also costs more than the chain link fence to construct. Therefore, a guard rail and slatted, chain link fence are recommend by staff.

Department Priority	1	Low

Recommendation		**Recommendation Last Changed**	
		Operator	
		Date/Time	

Cost Activity By Fiscal Year

Original Budget
Amount: $550,000

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/20/2012 2:35:45 PM

	2012-13	2013-14	2014-15	2015-16	2016-17	Total
Project Management	$35,720					$35,720
Design						$0
Construction Management	$53,580					$53,580
Construction	$410,300					$410,300
Environmental Assessment						$0
Right-of-way						$0
Inspection	$50,400					$50,400
Sub-Total:	$550,000	$0	$0	$0	$0	$550,000

Cost Activity By Financing Source

Original Budget
Amount: $550,000

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/20/2012 2:35:45 PM

Financing Source	To Be Determined					Total
Project Management	$35,720					**$35,720**
Design						**$0**
Construction Management	$53,580					**$53,580**
Construction	$410,300					**$410,300**
Environmental Assessment						**$0**
Right-of-way						**$0**
Inspection	$50,400					**$50,400**
Sub-Total:	$550,000	$0	$0	$0	$0	$550,000

Project Timeline

Original Timeline

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/20/2012 2:35:45 PM

Description	2012-13	2013-14			
Project Management	☑	☑	☐	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☑	☑	☐	☐	☐
Construction	☑	☑	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☑	☑	☐	☐	☐

Financing Source - Details

Original Budget
Amount: $550,000

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/20/2012 2:35:45 PM

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined		$550,000					$550,000
Sub-Total:		$550,000	$0	$0	$0	$0	$550,000

Financing Source Options

Original Budget
Total Amount: $550,000 **Total Percentage: 100%**

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/21/2012 2:04:21 PM

Financing Source	Percent	Amount
Prop C Local Return Fund	100%	$550,000

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost)
Total Project Cost: $550,000

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	$550,000	$550,000
Grand Total:	**$550,000**	**$550,000**

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: $550,000

Financing Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined	$550,000					$550,000
Sub-Total:	$550,000	$0	$0	$0	$0	$550,000

Original Budget
Amount: $550,000

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/20/2012 2:35:45 PM

Financing Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined	$550,000					$550,000
Sub-Total:	$550,000	$0	$0	$0	$0	$550,000

Budget vs. Expenses

Last Payroll Update _____ Budget As Of _____

Expenses

Life To Date Budget - Posted	
Life To Date Budget - Unposted	
Total Life To Date Budget	
Actual	
Encumbrances	
Unposted Transaction	
Available Budget	

Revenue

Life To Date Budget - Posted	
Life To Date Budget - Unposted	
Total Life To Date Budget	
Actual	
Unposted Transaction	
Available Budget	

ATTACHMENT F

Request #: 2013-00073 **Infrastructure Action Plan (IAP)**

Type of Project	Infrastructure
Project Location	Madison Street - Between Sara Drive and White Court
Project Title	Madison Storm Drain Pipeline Replacement
Submitting Department	Public Works - Project Design and Admin
Prepared By	OVERSTREET, ELIZABETH F.
Preparer's Email	eoverstreet@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	OVERSTREET, ELIZABETH F.
Project Leader's Email	eoverstreet@torranceca.gov
Project Start Date	11/19/2012
Estimated Completion Date	12/31/2013

Project Request Status	Proposed
Approved Project Status	

Description

Replace 30' of an existing 18" reinforced concrete pipe (rcp) storm drain lateral. The work would include shoring because the pipeline is greater than 10' below the surface. There are also 5 oil pipelines and 1 water line above the storm drain which make this project too complex for our maintenance department to undertake.

Justification

Video inspection has confirmed a disconnect between the existing catch basin and storm drain pipeline. There are also severe offset joints between the segments of pipe that further allow the dirt above to seep into the pipe. When this happens, the roadway above is left unsupported and a sinkhole develops.

Impact of Non-Approval

If this project is not approved, the street will continue to fail due to the loss of roadway material through the damaged pipe. City crews will continue to backfill the hole and place new asphalt over the pipe until another sinkhole forms. Although the frequency is directly related to the amount of rain in any given year, on average this sinkhole is repaired once every six months.

Other Alternatives Considered

Staff has considered lining the damaged pipeline, however there would still be a need to trench the area above the pipe in order to remove substandard material and recompact to fully support the roadway. Because the area needs to be excavated regardless, it is cheaper to replace the pipeline.

Department Priority	1	High

Recommendation		**Recommendation Last Changed**	
		Operator	
		Date/Time	

Cost Activity By Fiscal Year

Original Budget
Amount: $58,254

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/19/2012 4:54:23 PM

	2012-13	2013-14	2014-15	2015-16	2016-17	Total
Project Management	$2,429					$2,429
Design						$0
Construction Management	$6,090					$6,090
Construction	$45,675					$45,675
Environmental Assessment						$0
Right-of-way						$0
Inspection	$4,060					$4,060
Sub-Total:	$58,254	$0	$0	$0	$0	$58,254

Cost Activity By Financing Source

Original Budget
Amount: $58,254

Created By: OVERSTREET, ELIZABETH F.
Created Date: 11/19/2012 4:54:23 PM

Financing Source	To Be Determined					Total
Project Management	$2,429					$2,429
Design						$0
Construction Management	$6,090					$6,090
Construction	$45,675					$45,675
Environmental Assessment						$0
Right-of-way						$0
Inspection	$4,060					$4,060
Sub-Total:	$58,254	$0	$0	$0	$0	$58,254

Project Timeline

Original Timeline

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/19/2012 4:54:23 PM

Description	2012-13	2013-14			
Project Management	☑	☐	☐	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☑	☐	☐	☐	☐
Construction	☑	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☑	☐	☐	☐	☐

Financing Source - Details

Original Budget
Amount: $58,254

Created By: OVERSTREET, ELIZABETH F.
Created Date: 11/19/2012 4:54:23 PM

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined		$58,254					$58,254
Sub-Total:		$58,254	$0	$0	$0	$0	$58,254

Financing Source Options

Original Budget		Created By:	OVERSTREET, ELIZABETH F
Total Amount: $58,254	**Total Percentage: 100%**	Created Date:	11/20/2012 2:31:52 PM

Financing Source	Percent	Amount
DIF-Storm Drain Impact Fee	100%	$58,254

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost)
Total Project Cost: $58,254

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	$58,254	$58,254
Grand Total:	$58,254	$58,254

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: $58,254

Financing Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined	$58,254					$58,254
Sub-Total:	$58,254	$0	$0	$0	$0	$58,254

Original Budget
Amount: $58,254

Created By: OVERSTREET, ELIZABETH F
Created Date: 11/19/2012 4:54:23 PM

Financing Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined	$58,254					$58,254
Sub-Total:	$58,254	$0	$0	$0	$0	$58,254

Budget vs. Expenses

Last Payroll Update _____ Budget As Of _____

Expenses

Life To Date Budget - Posted	
Life To Date Budget - Unposted	
Total Life To Date Budget	
Actual	
Encumbrances	
Unposted Transaction	
Available Budget	

Revenue

Life To Date Budget - Posted	
Life To Date Budget - Unposted	
Total Life To Date Budget	
Actual	
Unposted Transaction	
Available Budget	

ATTACHMENT G

Request #: 2013-00079
I 074

Infrastructure Action Plan (IAP)

Type of Project	Infrastructure
Project Location	Various
Project Title	Water Main Replacement, Nortwest Torrance
Submitting Department	Public Works - Project Design and Admin
Prepared By	DETTLE, JOHN C.
Preparer's Email	jdettle@torranceca.gov
Managing Department	Public Works - Project Design and Admin
Project Leader	DETTLE, JOHN C.
Project Leader's Email	jdettle@torranceca.gov
Project Start Date	06/25/2002
Estimated Completion Date	06/30/2020

Project Request Status	Proposed
Approved Project Status	

Description

Miscellaneous water main replacement in residential areas west of 405 Freeway and north of 182nd Street. This program is designed to replace aging and deteriorated pipelines in the municipal system, which have a high incidence of failure. This program will help alleviate the frequency of main breaks and improve the system's reliability. It will also aid in controlling long-term water costs and will improve water quality

This project was defunded to provide funds for Western Avenue Water Main Replacement, CIP No. I-108.

Water Operations has selected this project area to replace water mains using Water Operations crews. Additional funds now needed to pay for materials.

Justification

This program will help alleviate the frequency of main breaks and improve the system's reliability. It will also aid in controlling long-term water costs and will improve water quality.

Impact of Non-Approval

N/A

Other Alternatives Considered

N/A

Department Priority	1	High	

Recommendation		Recommendation Last Changed	
		Operator	
		Date/Time	

Initial Funding

Council or City Manager Approval Date	06/25/2002
Council or City Manager Approval Item	11D
Council or City Manager Approval Amount	$2,000,000

Amendments

Council Approval Date	Council Approval Item	Amount
04/27/2004	11C	$0
09/21/2004	11F	$0
08/18/2009	12B	($1,700,000)

Cost Activity By Fiscal Year

Revision 4
Project Cost after Revision 4: $800,000

Created By: DETTLE, JOHN C.
Created Date: 11/26/2012 9:41:11 AM

	2016-17					Total
Project Management						$0
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Project Management						$0
Design						$0
Construction Management						$0
Construction		$500,000				$500,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$0	$500,000	$0	$0	$0	$500,000

	2006-07	2007-08	2008-09	2009-10	2010-11	Total
Project Management		$100,000				$100,000
Design						$0
Construction Management			$50,000			$50,000
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design		$150,000				$150,000
Inspection						$0
Sub-Total:	$0	$250,000	$50,000	$0	$0	$300,000

	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Project Management		$100,000	($100,000)	($100,000)	$100,000	$0
Design						$0
Construction Management		$150,000	($150,000)			$0
Construction		$1,600,000	($1,600,000)			$0
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design		$150,000	($150,000)	($150,000)	$150,000	$0
Inspection						$0
Sub-Total:	$0	$2,000,000	($2,000,000)	($250,000)	$250,000	$0

Revision 4 Amount: $500,000

	2012-13	2013-14	2014-15	2015-16	2016-17	Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$500,000					$500,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Revision 3
Project Cost after Revision 3: $300,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 5:02:52 PM

	2011-12	2012-13				Total
Project Management						$0
Design						$0
Construction Management						$0
Construction						$0
Environmental Assessment						$0

Right-of-way						$0
Inspection						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

	2006-07	2007-08	2008-09	2009-10	2010-11	Total
Project Management		$100,000				$100,000
Design						$0
Construction Management			$50,000			$50,000
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design		$150,000				$150,000
Inspection						$0
Sub-Total:	$0	$250,000	$50,000	$0	$0	$300,000

	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Project Management		$100,000	($100,000)	($100,000)	$100,000	$0
Design						$0
Construction Management		$150,000	($150,000)			$0
Construction		$1,600,000	($1,600,000)			$0
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design		$150,000	($150,000)	($150,000)	$150,000	$0
Inspection						$0
Sub-Total:	$0	$2,000,000	($2,000,000)	($250,000)	$250,000	$0

Revision 3 Amount: ($1,700,000)

	2008-09	2009-10	2010-11	2011-12	2012-13	Total
Project Management						$0
Design						$0
Construction Management	($100,000)					($100,000)
Construction	($1,600,000)					($1,600,000)
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	($1,700,000)	$0	$0	$0	$0	($1,700,000)

Revision 2
Project Cost after Revision 2: $2,000,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:53:42 PM

	2006-07	2007-08	2008-09			Total
Project Management		$100,000				$100,000
Design						$0
Construction Management			$150,000			$150,000
Construction			$1,600,000			$1,600,000
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design		$150,000				$150,000
Inspection						$0
Sub-Total:	$0	$250,000	$1,750,000	$0	$0	$2,000,000

	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Project Management		$100,000	($100,000)	($100,000)	$100,000	$0
Design						$0
Construction Management		$150,000	($150,000)			$0
Construction		$1,600,000	($1,600,000)			$0
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design		$150,000	($150,000)	($150,000)	$150,000	$0
Inspection						$0
Sub-Total:	$0	$2,000,000	($2,000,000)	($250,000)	$250,000	$0

Revision 2 Amount: $0

	2004-05	2005-06	2006-07	2007-08	2008-09	Total
Project Management	($100,000)			$100,000		$0
Design						$0

Construction Management				($150,000)	$150,000	$0
Construction				($1,600,000)	$1,600,000	$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Inspection/Design	($150,000)			$150,000		$0
Sub-Total:	($250,000)	$0	$0	($1,500,000)	$1,750,000	$0

Revision 1
Project Cost after Revision 1: $2,000,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:48:56 PM

	2006-07	2007-08				Total
Project Management						$0
Design						$0
Construction Management		$150,000				$150,000
Construction		$1,600,000				$1,600,000
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design						$0
Inspection						$0
Sub-Total:	$0	$1,750,000	$0	$0	$0	$1,750,000

	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Project Management		$100,000	($100,000)		$100,000	$100,000
Design						$0
Construction Management		$150,000	($150,000)			$0
Construction		$1,600,000	($1,600,000)			$0
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design		$150,000	($150,000)		$150,000	$150,000
Inspection						$0
Sub-Total:	$0	$2,000,000	($2,000,000)	$0	$250,000	$250,000

Revision 1 Amount: $0

	2003-04	2004-05	2005-06	2006-07	2007-08	Total
Project Management	($100,000)		$100,000			$0
Design						$0
Construction Management	($150,000)				$150,000	$0
Construction	($1,600,000)				$1,600,000	$0
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Inspection/Design	($150,000)		$150,000			$0
Sub-Total:	($2,000,000)	$0	$250,000	$0	$1,750,000	$0

Original Budget
Amount: $2,000,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:42:31 PM

	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Project Management		$100,000				$100,000
Design						$0
Construction Management		$150,000				$150,000
Construction		$1,600,000				$1,600,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Inspection/Design		$150,000				$150,000
Sub-Total:	$0	$2,000,000	$0	$0	$0	$2,000,000

Cost Activity By Financing Source

Revision 2
Project Cost after Revision 2: $800,000

Created By: DETTLE, JOHN C.
Created Date: 11/26/2012 9:41:52 AM

Financing Source	To Be Determined	Water Capital Project Fund				Total
Project Management		$100,000				$100,000
Design						$0
Construction Management		$50,000				$50,000
Construction	$500,000					$500,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Inspection/Design		$150,000				$150,000
Sub-Total:	$500,000	$300,000	$0	$0	$0	$800,000

Revision 2 Amount: $500,000

Financing Source	To Be Determined					Total
Project Management						$0
Design						$0
Construction Management						$0
Construction	$500,000					$500,000
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	$500,000	$0	$0	$0	$0	$500,000

Revision 1
Project Cost after Revision 1: $300,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 5:01:20 PM

Financing Source	Water Capital Project Fund					Total
Project Management	$100,000					$100,000
Design						$0
Construction Management	$50,000					$50,000
Construction						$0
Environmental Assessment						$0
Right-of-way						$0
Inspection/Design	$150,000					$150,000
Inspection						$0
Sub-Total:	$300,000	$0	$0	$0	$0	$300,000

Revision 1 Amount: ($1,700,000)

Financing Source	Water Capital Project Fund					Total
Project Management						$0
Design						$0
Construction Management	($100,000)					($100,000)
Construction	($1,600,000)					($1,600,000)
Environmental Assessment						$0
Right-of-way						$0
Inspection						$0
Sub-Total:	($1,700,000)	$0	$0	$0	$0	($1,700,000)

Original Budget
Amount: $2,000,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:42:31 PM

Financing Source	Water Capital Project Fund					Total
Project Management	$100,000					$100,000
Design						$0
Construction Management	$150,000					$150,000
Construction	$1,600,000					$1,600,000
Environmental Assessment						$0
Right-of-way						$0

Inspection						$0
Inspection/Design	$150,000					$150,000
Sub-Total:	$2,000,000	$0	$0	$0	$0	$2,000,000

Project Timeline

Timeline after Revision 3

Created By: DETTLE, JOHN C.
Created Date: 11/26/2012 9:42:21 AM

Description	2011-12	2012-13	2013-14	2014-15	2015-16
Project Management	☐	☐	☐	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☑	☑	☑	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐

Description	2006-07	2007-08	2008-09	2009-10	2010-11
Project Management	☐	☐	☑	☐	☐
Design	☐	☐	☑	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
inspection	☐	☐	☐	☐	☐

Description	2001-02	2002-03	2003-04	2004-05	2005-06
Project Management	☐	☑	☐	☐	☑
Design	☐	☑	☐	☐	☑
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Revision 3

Description	2011-12	2012-13	2013-14	2014-15	2015-16
Project Management	☐	☐	☐	☐	☐
Design	☐	☐	☐	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☑	☑	☑	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
inspection	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Revision 3

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 5:00:25 PM

Description	2006-07	2007-08	2008-09	2009-10	2010-11
Project Management	☐	☐	☑	☐	☐
Design	☐	☐	☑	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Description	2001-02	2002-03	2003-04	2004-05	2005-06
Project Management	☐	☑	☐	☐	☑
Design	☐	☑	☐	☐	☑

Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Description	2007-08	2008-09	2009-10	2010-11	2011-12
Project Management	☐	☑	☐	☐	☐
Design	☐	☑	☐	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Revision 2

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:59:37 PM

Description	2006-07	2007-08	2008-09	2009-10	2010-11
Project Management	☐	☑	☐	☐	☐
Design	☐	☑	☐	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Description	2001-02	2002-03	2003-04	2004-05	2005-06
Project Management	☐	☑	☐	☐	☑
Design	☐	☑	☐	☐	☑
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Description	2003-04	2004-05	2005-06	2006-07	2007-08
Project Management	☐	☐	☑	☐	☑
Design	☐	☐	☑	☐	☑
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Original Timeline

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:42:31 PM

Description	2001-02	2002-03	2003-04	2004-05	2005-06
Project Management	☐	☑	☑	☐	☐
Design	☐	☑	☑	☐	☐
Construction Management	☐	☐	☐	☐	☐
Construction	☐	☐	☐	☐	☐
Environmental Assessment	☐	☐	☐	☐	☐
Right-of-way	☐	☐	☐	☐	☐
Inspection	☐	☐	☐	☐	☐

Inspection	☐	☐	☐	☐	☐

Financing Source - Details

Revision 4 Created By: DETTLE, JOHN C.
Project Cost after Revision 4: $800,000 Created Date: 11/26/2012 9:42:49 AM

Financing Source	2016-17					Total
To Be Determined						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Water Capital Project Fund						$0
To Be Determined		$500,000				$500,000
Sub-Total:	$0	$500,000	$0	$0	$0	$500,000

Financing Source	2006-07	2007-08	2008-09	2009-10	2010-11	Total
Water Capital Project Fund		$250,000	$1,750,000	($1,700,000)		$300,000
Sub-Total:	$0	$250,000	$1,750,000	($1,700,000)	$0	$300,000

Financing Source	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Water Capital Project Fund		$2,000,000	($2,000,000)	($250,000)	$250,000	$0
Sub-Total:	$0	$2,000,000	($2,000,000)	($250,000)	$250,000	$0

Revision 4 Amount: $500,000

Financing Source	Council Approved Date/Time	2012-13	2013-14	2014-15	2015-16	2016-17	Total
To Be Determined		$500,000					$500,000
Sub-Total:		$500,000	$0	$0	$0	$0	$500,000

Revision 4 Created By: REYES, JOYCE I.
Project Cost after Revision 4: $300,000 Created Date: 1/4/2011 5:01:06 PM

Financing Source	2011-12	2012-13	2013-14			Total
Water Capital Project Fund						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2006-07	2007-08	2008-09	2009-10	2010-11	Total
Water Capital Project Fund		$250,000	$1,750,000	($1,700,000)		$300,000
Sub-Total:	$0	$250,000	$1,750,000	($1,700,000)	$0	$300,000

Financing Source	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Water Capital Project Fund		$2,000,000	($2,000,000)	($250,000)	$250,000	$0
Sub-Total:	$0	$2,000,000	($2,000,000)	($250,000)	$250,000	$0

Revision 4 Amount: ($1,700,000)

Financing Source	Council Approved Date/Time	2009-10	2010-11	2011-12	2012-13	2013-14	Total
Water Capital Project Fund	08/18/2009 12B	($1,700,000)					($1,700,000)
Sub-Total:		($1,700,000)	$0	$0	$0	$0	($1,700,000)

Revision 3 Created By: REYES, JOYCE I.
Project Cost after Revision 3: $2,000,000 Created Date: 1/4/2011 4:51:26 PM

Financing Source	2006-07	2007-08	2008-09			Total
Water Capital Project Fund		$250,000	$1,750,000			$2,000,000
Sub-Total:	$0	$250,000	$1,750,000	$0	$0	$2,000,000

Financing Source	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Water Capital Project Fund		$2,000,000	($2,000,000)	($250,000)	$250,000	$0
Sub-Total:	$0	$2,000,000	($2,000,000)	($250,000)	$250,000	$0

Revision 3 Amount: $0

Financing Source	Council Approved Date/Time	2004-05	2005-06	2006-07	2007-08	2008-09	Total
	09/21/2004 11F-Move						

Water Capital Project Fund	$250K budget fr FY04-05 to FY07-08; Move $1.75M budget from FY07-08 to FY08-09	($250,000)			($1,500,000)	$1,750,000	$0
Sub-Total:		($250,000)	$0	$0	($1,500,000)	$1,750,000	$0

Revision 2
Project Cost after Revision 2: $2,000,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:48:14 PM

Financing Source	2006-07	2007-08				Total
Water Capital Project Fund		$1,750,000				$1,750,000
Sub-Total:	$0	$1,750,000	$0	$0	$0	$1,750,000

Financing Source	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Water Capital Project Fund		$2,000,000	($2,000,000)		$250,000	$250,000
Sub-Total:	$0	$2,000,000	($2,000,000)	$0	$250,000	$250,000

Revision 2 Amount: $0

Financing Source	Council Approved Date/Time	2003-04	2004-05	2005-06	2006-07	2007-08	Total
Water Capital Project Fund	04/27/2004 11C-Move $250K budget from FY03-04 to FY05-06 and $1.75M budget from FY03-04 to FY07-08	($2,000,000)		$250,000		$1,750,000	$0
Sub-Total:		($2,000,000)	$0	$250,000	$0	$1,750,000	$0

Original Budget
Amount: $2,000,000

Created By: REYES, JOYCE I.
Created Date: 1/4/2011 4:42:31 PM

Financing Source	Council Approved Date/Time	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Water Capital Project Fund	06/25/2002 11D		$2,000,000				$2,000,000
Sub-Total:		$0	$2,000,000	$0	$0	$0	$2,000,000

Financing Source Options

Original Budget
Total Amount: $500,000 **Total Percentage: 100%**

Created By: DETTLE, JOHN C.
Created Date: 11/26/2012 9:43:13 AM

Financing Source	Percent	Amount
Water Capital Project Fund	100%	$500,000

Original Budget
Amount: $300,000

Created By: REYES, JOYCE I.
Created Date: 3/1/2011 10:24:01 AM

Financing Source	Percent	Amount
Water Capital Project Fund	100%	$300,000

Financing Source - Summary

Project Budget By Funds (Excluding Ongoing cost)
Total Project Cost: $800,000

Financing Source	Life to Date Appropriation	Total Amount
To Be Determined	$500,000	$500,000
Water Capital Project Fund	$300,000	$300,000
Grand Total:	$800,000	$800,000

By Sources/By Fiscal Year (Excluding Ongoing cost)
Total Project Cost: $800,000

Financing Source	2016-17					Total
To Be Determined						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Water Capital Project Fund						$0
To Be Determined		$500,000				$500,000
Sub-Total:	$0	$500,000	$0	$0	$0	$500,000

Financing Source	2006-07	2007-08	2008-09	2009-10	2010-11	Total
Water Capital Project Fund		$250,000	$1,750,000	($1,700,000)		$300,000
Sub-Total:	$0	$250,000	$1,750,000	($1,700,000)	$0	$300,000

Financing Source	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Water Capital Project Fund		$2,000,000	($2,000,000)	($250,000)	$250,000	$0
Sub-Total:	$0	$2,000,000	($2,000,000)	($250,000)	$250,000	$0

Net Changes
Amount: ($1,200,000)

Financing Source	2013-14	2014-15	2015-16	2016-17		Total
To Be Determined						$0
Water Capital Project Fund						$0
Sub-Total:	$0	$0	$0	$0	$0	$0

Financing Source	2008-09	2009-10	2010-11	2011-12	2012-13	Total
Water Capital Project Fund	$1,750,000	($1,700,000)				$50,000
To Be Determined					$500,000	$500,000
Sub-Total:	$1,750,000	($1,700,000)	$0	$0	$500,000	$550,000

Financing Source	2003-04	2004-05	2005-06	2006-07	2007-08	Total
Water Capital Project Fund	($2,000,000)	($250,000)	$250,000		$250,000	($1,750,000)
Sub-Total:	($2,000,000)	($250,000)	$250,000	$0	$250,000	($1,750,000)

Original Budget
Amount: $2,000,000

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Financing Source	2001-02	2002-03	2003-04	2004-05	2005-06	Total
Water Capital Project Fund		$2,000,000				$2,000,000
Sub-Total:	$0	$2,000,000	$0	$0	$0	$2,000,000

Quarterly Updates

Month September **Year** 2012

This project has been identified as the next project for construction based on history of water main breaks. Water Operations has selected this project for installation with City crews. Staff has prepared a cost estimate and is now preparing an agenda item to fund I-74.

Month June **Year** 2012

Water Operations has started construciton on I-74. Staff is preparing a cost estimate for an agenda item to fully fund I-74.

Month March **Year** 2012

This project has been identified as the next project for construction based on history of water main breaks. Water Operations has selected this project for installation with City crews. Work is to begin next quarter There are funds to purchase material to begin construction, however staff may need to go to Council next quarter for additional funding for materials.

Month December **Year** 2011

Work on this project was put on hold due to draftsperson help needed for Mardona Marsh Restoration and Enhancement As-Builts and Stormwater Basin Enhancment Project exhibits.

Month September **Year** 2011

Final review started but not completed during this quarter

Month June **Year** 2011

Plans are 95% complete and have been provided to the Project Manager for final review.

Month March **Year** 2011

Same as December 2010 Update: Staff have completed site visits to finalize design. Final drafting of plans has been deferred to move forward priority projects.

Month December **Year** 2010

Staff have completed site visits to finalize design. Final drafting of plans has been deferred to move forward priority projects.

Month September **Year** 2010

Same as June 2010 Update. Budget $300,000 Expenses (278,340) Balance 09/30/10 $21,660

Month June **Year** 2010

Final Plans were reviewed and need additional revisions. Staff is conducting Site Inspections to finalize plans. Budget $300,000 Expenses (278,340) Balance 06/30/10 $21,660

Month March **Year** 2010

Additional costs were incurred due to plan revisions. Budget $300,000 Expenses (278,340) Balance 03/31/10 $21,660

Month December **Year** 2009

Same as September 2009 Update. Budget $300,000 Expenses (274,483) Encumbrances (6,733) Balance 12/31/09 $18,784

Month September **Year** 2009

Staff completed plans for final design. Budget transferred to I-107, Western Water Main. Project on hold pending additional funding.

Month June **Year** 2009

No Update.

Month March **Year** 2009

Staff is proceeding with drafting plans for final design.

Month December **Year** 2008

Staff is proceeding with drafting plans for final design.

Month September **Year** 2008

Staff has prepared 50% design and reviewed it with Water Operations and Fire Department. Staff now proceeding with Final Design.

Month June **Year** 2008

Survey work is now complete. Staff is proceeding with in-house design.

Month March **Year** 2008

No Update.

Month December **Year** 2007

Survey services are ongoing. Falda Ave is now being designed by staff.

Month September **Year** 2007

A contract for survey services was awarded in August 2007 Design to be performed by Public Works staff.

Budget vs. Expenses

Last Payroll Update 11/17/2012 Budget As Of 11/26/2012

Expenses

Life To Date Budget - Posted	$300,000.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$300,000.00
Actual	$282,375.35
Encumbrances	$0.00
Unposted Transaction	$0.00
Available Budget	$17,624.65

Revenue

Life To Date Budget - Posted	$300,000.00
Life To Date Budget - Unposted	$0.00
Total Life To Date Budget	$300,000.00
Actual	$300,000.00
Unposted Transaction	$0.00
Available Budget	$0.00