



City of San Clemente

2nd
Quarter Report
Ending December 31, 2015

FY 2016

James Makshanoff,
City Manager

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City of San Clemente City Manager

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February 25, 2016

Honorable Mayor and Councilmembers:

Submitted for your review is the City of San Clemente's quarterly report for the period ending December 31, 2015. The intent of this report is to provide the Council, staff and citizens with an overview of the financial condition of the City for the second quarter of Fiscal Year 2016.

The report also contains an update of the City's performance measurement system and capital improvement program.

Please feel free to call me if you have any questions regarding this report.

Sincerely,

James Makshanoff
City Manager



October – December 2015

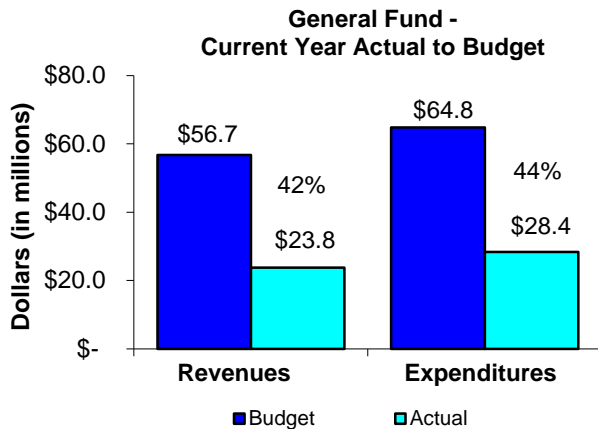
CURRENT FINANCIAL CONDITION

In FY 2016, the City's financial condition at mid-year is stable and maintaining a positive operating position. A series of budget adjustments are proposed in order to bring the budget up-to-date and also to reflect financial changes through December 31, 2015.

GENERAL FUND


General Fund revenues through the second quarter total \$23.8 million, or 42% of the \$56.7 million annual budget. General Fund revenue is \$1.6 million higher than last year's second quarter total of \$22.2 million mainly due to higher property tax, TOT, other taxes, permits and fees, and grants and subventions in the current fiscal year.


General Fund expenditures total \$28.4 million for the second quarter, or 44% of the \$64.8 million annual budget, as compared to \$26.4 million at this time last year. In total, expenditures ended the quarter \$2.0 million higher than the same period for the prior year based on a variety of categories.





GENERAL FUND REVENUES


Revenues by Category	Budget	YTD Actual	%
Property Taxes	27,885,150	12,081,369	43%
Sales Tax	8,891,000	2,235,522	25%
Transient Occ. Tax	1,875,000	1,065,354	57%
Other Taxes	3,308,950	749,733	23%
Permits & Fees	1,986,530	1,025,301	52%
Intergovernmental	936,050	654,589	70%
Service Charges	4,966,180	2,727,709	55%
Fines	706,000	254,660	36%
Interest, Rents, Other	1,846,420	1,085,109	59%
Interfund Transfers	4,308,920	1,930,258	45%
Balance, YTD	56,710,200	23,809,604	42%


➤ **Property Taxes:**  Property taxes total \$12.1 million, primarily from secured taxes. This is higher than the \$11.4 million from the previous year mainly due to continued growth in assessed valuations.


➤ **Sales Tax:**  Sales taxes receipts amount to \$2.2 million at the end of the 2nd quarter, about the same amount as this quarter in the prior year. Small gains have been offset by reductions in fuel prices. Sales Tax receipts from the San Clemente Outlets will not be seen until the third quarter.


➤ **Transient Occupancy Taxes (TOT):**  Transient occupancy taxes total \$1.1 million, which is \$126,000 higher than the prior year. Vacation Rental receipts are \$57,000 higher as compared to the 2nd quarter of the prior year.


➤ **Other Taxes:**  Other taxes, which consists mostly of franchise fees and business licenses, total \$750,000 which is \$98,000 higher than the prior year with the majority of the gain from the business license tax categories. The largest franchise fees, from SDG&E and Southern California Gas, are remitted annually in April of each year.

➤ **Permits & Fees:**  Permits and fees are at \$1.0 million, \$220,000 higher than the 2nd quarter of the prior year, due to continued increases in construction permits for new construction, including San Clemente Retail Outlets, Sea Summit Residential developments, and the Estrella Shopping center.

➤ **Intergovernmental:**  Intergovernmental, mostly consisting of grant revenues, totals \$655,000, up \$464,000 from the prior year, mainly due to a Metropolitan Water District grant for turf removal. Grant revenue from the San Onofre Nuclear Generating plant are expected to be received in the 3rd quarter.

➤ **Service Charges:**  Service charges, consisting of general government, public safety, parking meter and recreation service charges, amount to \$2.7 million, down \$282,000 from the 2nd quarter of the prior year, mainly due to higher construction inspection fees in the prior year related to new development.

➤ **Fines:**  Fine revenue is \$255,000, \$21,000 lower than the prior year, mainly from expected decreases in vehicle code fines due to reduction in motor officers.

➤ **Interest, Rents & Other:**  Interest, rents and other reimbursements total \$1.1 million, up \$151,000 from the prior year, mainly due to increases in facility rentals and in sports league and field fees.



GENERAL FUND EXPENDITURES



Expenditure by Type	Budget	YTD Actual	%
Salaries	12,267,208	5,521,695	45%
Benefits	5,382,970	2,704,110	50%
Supplies	1,216,660	477,006	39%
Contractual Services	29,658,458	13,623,289	46%
Other Charges	1,025,400	500,768	49%
Capital Outlay	8,568,653	1,970,112	23%
Interdepartmental	4,026,460	2,056,274	51%
Transfers & Debt	2,608,220	1,520,321	58%
Total	64,754,029	28,373,575	44%

Expenditure by Dept	Budget	YTD Actual	%
General Government	4,933,620	2,226,149	45%
City General	6,293,410	3,499,437	56%
Police	13,356,500	6,485,319	49%
Fire	8,729,310	4,137,716	47%
Comm. Development	5,378,350	2,231,576	41%
Public Works	17,119,049	5,965,951	35%
Beaches, Parks & Rec	8,943,790	3,827,427	43%
Total	64,754,029	28,373,575	44%

Fiscal year actual expenditures through the second quarter are \$28.4 million compared to the prior year amount of \$26.4 million. The most significant increases were in City General, Fire, Public Works and Beaches, Parks and Recreation.

In City General, legal services increased by \$290,000 from the prior year as the City continues to seek legal review. Fire costs increased \$211,000 due to contract increases and the addition of a second full-time ambulance. Public works increased due to capital costs increasing \$0.3 million based on the El Portal Beach Access project. In Beaches, Parks and Recreation capital costs increased \$1.0 due to the Ole Hanson Beach Club project. Other departments did not show increases as significant. Overall, total expenditures are within anticipated results at this time of the year.

ENTERPRISE FUNDS

The following tables summarize the operating revenues, operating expenses, and changes in operating fund working capital for enterprise funds including Water, Sewer, Golf, Storm Drain and Clean Ocean funds.

Revenues

Revenue	Budget	YTD Actual	%
Water Fund	19,964,215	8,266,418	41%
Sewer Fund	9,174,936	3,990,478	43%
Golf Fund	2,326,334	1,147,850	49%
Storm Drain Fund	1,535,961	577,035	38%
Clean Ocean Fund	2,627,019	952,195	36%

Metered Water revenue is down \$2.4 million compared to the previous year as customers reduced consumption to comply with the State's drought mandates. Revenue will be monitored carefully as the year progresses. Sewer revenues, which are also impacted by the drought, are down \$0.1 million compared to the second quarter of 2015.

Golf Course revenue is flat when compared to the second quarter of FY 2015 and within budget expectations.

Storm Drain and Clean Ocean fees are fixed and do not change significantly from year to year, and are within budgeted expectations through the second quarter of 2016.

Expenses

Expenses	Budget	YTD Actual	%
Water Fund	23,857,168	9,151,223	38%
Sewer Fund	9,611,688	4,399,785	46%
Golf Fund	2,302,280	1,052,491	46%
Storm Drain Fund	1,677,330	750,046	45%
Clean Ocean Fund	3,691,760	1,136,232	31%

Water expenses are higher when compared to the prior year. The City purchased less water (\$1.4 million) compared to 2015 but those savings were offset by new debt service of \$0.9 million for the SRF loan, increases in depreciation expenses, up \$54,000, and recycling plant operating expenses, up \$179,000, when compared to the previous year. Sewer expenses increased \$200,000 over the previous year, with increases in electricity, contractual charges, and operating maintenance charges. Expenses are within budget expectations.

Golf expenses were flat compared to the previous year. Clean Ocean expenses increased \$200,000 when compared to the first half of 2015. The annual NPDES permit of \$153,000 was paid earlier than the previous year (during the 3rd quarter of 2015) and accounted for most of the increase year over year. Planned major maintenance projects also increased \$45,000.

Working Capital

Working Capital	Budget	YTD Actual
Water Fund	1,318,622	4,326,771
Sewer Fund	1,628,030	1,655,475
Golf Fund	-194,961	-123,656
Storm Drain Fund	545,596	513,954
Clean Ocean Fund	890,088	1,770,792

Working capital levels are adequate in all Enterprise Funds except the Golf Fund. The Golf Fund working capital balance has improved during the first half of this fiscal year, but remains in a negative position.

WHAT'S NEXT

- **Long Term Financial Plan (LTFP):** The LTFP is scheduled to be presented to City Council in February 2016.
- **FY 2017 Budget:** The proposed FY 2017 budget will be presented to City Council in a budget workshop in May 2016.
- Detailed budgetary information can be obtained from the Finance and Administrative Services Department or on the City's website at www.san-clemente.org



Performance Measures

General Government

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>City Manager</u>				
Budget:	\$598,590	\$628,370	\$201,059	\$321,102
Efficiency:				
Percent of customer service requests or complaints resolved or informed of Budget action within 10 days*	98.0%	98.0%	N/A	N/A
* Annual measurement				
<u>City Clerk</u>				
Budget:	\$670,511	\$719,150	\$195,471	\$318,999
Workload Outputs:				
Number of Regular City Council minutes prepared within 21 days of meeting	25	23	6	11
Number of City Council Agendas/Packets posted 7 days prior to meeting	25	23	6	11
Number of formal public records requests	396	200	61	117
Number of contracts released within 7 working days of receipt of completed contract and securities	New	85	30	51
Number of Council-adopted resolutions processed within 7 working days of adoption	New	50	14	23
Number of Council-adopted ordinances processed within 7 working days of adoption	New	12	6	13
Effectiveness:				
Percent of Regular Council Minutes produced within 21 days	100.0%	100.0%	100.0%	100.0%
Percentage of Agendas/Packets provided at least 7 days prior to the meeting	100.0%	100.0%	100.0%	100.0%
Percentage of public records requests responded to within 10 days	100.0%	100.0%	100.0%	100.0%
Percent of contracts released within 7 working days of receipt of completed contract and securities	New	100.0%	100.0%	100.0%
Percent of Council adopted resolutions processed within 7 working days of adoption.	New	100.0%	100.0%	100.0%
Percent of Council adopted ordinances processed within 7 working days of adoption.	New	100.0%	100.0%	100.0%

Performance Measures

Finance & Administrative Services

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Finance & Administrative Services Administration</u>				
Budget:	\$427,642	\$559,780	\$149,757	\$238,135
Efficiency:				
Percentage of quarterly reports completed within the end of the month after the financial close of	100.0%	100.0%	100.0%	100.0%
Rate of return on investments	0.56%	0.65%	0.86%	0.73%
Effectiveness:				
Percent of actual General Fund revenues to projections*	104.1%	98.0%	N/A	N/A
Percentage of City operating funds in balance*	95.8%	98.0%	N/A	N/A
Percentage of adopted fiscal policies in compliance*	90.7%	98.0%	N/A	N/A
* Annual measurement.				
<u>Finance Division</u>				
Budget:	\$1,933,319	\$2,096,140	\$566,701	\$963,192
Workload Outputs:				
Number of accounting transactions processed	29,123	28,100	7,306	14,966
Number of TOT audits performed per year	0	4	0	0
Number of utility bills generated per year	220,524	220,000	53,019	110,762
Number of business licenses issued	5,645	5,550	1,053	2,470
Efficiency:				
Average cost to process accounting transactions	\$27.51	\$30.25	\$31.61	\$26.94
Average cost to generate a utility bill	\$3.47	\$3.55	\$4.23	\$3.37
Average cost to generate a business license	\$22.69	\$22.72	\$32.55	\$24.03
Effectiveness:				
Percentage of total annual TOT revenue audited	0.0%	20.0%	0.0%	0.0%
Percentage accuracy of financial transactions within established accuracy rates	100.0%	98.0%	100.0%	100.00%
Percentage of receivables written off	0.09%	0.30%	0.26%	0.22%
Percentage of receivables over 60 days old	33.4%	24.0%	31.3%	42.6%

Performance Measures

Finance & Administrative Services

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Human Resources</u>				
Budget:	\$669,956	\$724,130	\$172,414	\$305,292
Workload Outputs:				
Number of recruitments	29	35	7	18
Number of employees hired	New	108	11	28
Number of open Workers' Compensation claims	22	30	32	31
Number of employees completing a HR customer satisfaction survey	0	125	0	0
Efficiency:				
Percentage of recruitments opened within 2 workdays of being approved	New	90.0%	100.0%	100.0%
Percentage of employees scheduled for pre-employment orientation within 2 work days of receipt of PA by Human Resources office	New	90.0%	N/A	N/A
Effectiveness:				
Percentage of employees on Workers' Compensation whose initial paperwork is processed within 1 work day	New	90.0%	100.0%	85.7%
Percent of employees rating the overall satisfaction with HR as either "Satisfied" or "Very Satisfied"*	New	85.0%	N/A	N/A
*annual measurement				
<u>Information Technology</u>				
Budget:	\$1,542,834	\$2,120,310	\$470,338	\$825,294
Workload Outputs:				
Number of workstation computers administered	258	273	268	268
Number of IT Help Desk service requests closed	416	New	384	931
Number of server computers administered (virtual (37), physical (24), and other (16))	70	72	71	71
Efficiency:				
Percentage of requests for computer services initial response provided within 1 business hour	New	New	61.1%	61.2%
Percent of requests for computer services resolved within SLA Estimated Resolution	New	New	86.6%	88.6%

Performance Measures

Finance & Administrative Services

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Contract Fleet Maintenance</u>				
Budget:	\$955,530	\$1,097,510	\$163,668	\$386,048
Workload Outputs:				
Total number of vehicles maintained	154	154	153	153
Number of work orders completed	580	600	159	308
Number of preventative maintenance services	223	250	47	107
Number of repeat work orders needed	0	6	0	0
Effectiveness:				
Percentage of fleet available per month	99.4%	96.0%	98.8%	99.2%
Percentage of reworks relative to total work	0.0%	1.0%	0.0%	0.0%
Percentage of preventative maintenance services completed within 1 day	100.0%	98.0%	100.0%	100.0%

Performance Measures

Public Safety

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Contract Police Services</u>				
Budget:	\$13,009,330	\$ 13,356,500	\$ 4,306,952	\$6,485,319
Workload Outputs:				
Number of total calls for service	26,217	24,068	6,648	14,426
Number of emergency calls received (Priority 1)	202	481	34	71
Number of traffic collision reports	377	490	88	198
Number of Part 1 crimes committed per 1,000 population	3.08	1.12	142*	400*
Efficiency:				
Number of Uses of Force	New	36	10	19
Number of Arrests	New	1,314	114*	378*
Number of Parking Violations	New	12,391	2,056	4,388
Number of Moving Violations	New	3,787	231	629
Number of Part 2 Crimes	New	1,530	167*	674*
Effectiveness:				
Percentage of emergency calls responded to in 5 minutes or less	57.3%	70.9%	59.0%	68.8%
Percentage change in Part I crimes from prior year to current year	2.4%	9.0%	44.4%*	44.8%*
Average Response time from dispatch to on-scene emergency calls (Priority 1)	New	4:82	4:77	4:32
<i>*Includes information from 10/01/15 - 11/30/15. December data not available at this time.</i>				
<u>Contract Fire Services</u>				
Budget:	\$8,170,808	\$8,729,310	\$ 2,194,558	\$4,137,716
Workload Outputs:				
Number of emergency calls	3444	3,500	1,279	2,184
Number of new construction fire inspections	581	500	71	277
Number of fire inspections performed	736	1,250	45	82
Number of fire plan checks completed	348	260	113	278
Efficiency:				
Average response time for emergency calls	5:46	5:20	5:60	5:54
Effectiveness:				
Percentage of calls with response time within 5 minutes	51.0%	85.0%	74.0%	75.5%
Percentage of technical on-site inspections scheduled within 24 hours	68.0%	98.0%	90.0%	86.0%
Percentage of all plan checks completed within adopted turn around time goals based on plan types	91.0%	98.0%	74.0%	76.0%
Percentage of 5 day turn around plan checks completed within goal	99.0%	98.0%	80.0%	87.5%
Percentage of 10 day turn around plan checks completed within goal	83.0%	98.0%	67.0%	64.0%

Performance Measures

Community Development

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
Building				
Budget:	\$1,877,357	\$2,073,050	\$565,260	\$905,385
Workload Outputs:				
Number of building permits issued	3,827	4,300	1,279	2,688
Number of Plan Reviews performed	3,287	3,300	1,037	2,234
Number of building inspections completed	15,349	20,000	6,034	11,870
Number of customers served at Building counter	5,535	6,500	1,643	3,524
Efficiency:				
Number of Plan Reviews performed per Plan	1,199	1,100	346	745
Number of inspections conducted per inspector	3,837	4,000	1,207	2,558
Number of customers served per Permit Tech	2,412	2,425	614	1,317
Effectiveness:				
Percentage of new projects: First review completed within 15 work days	97.8%	95.0%	98.8%	99.3%
Percentage plan review rechecks: Reviewed within 10 work days	82.4%	95.0%	92.4%	91.9%
Percentage response to the public at the counter in 10 minutes	73.3%	80.0%	67.6%	68.0%
Planning				
Budget:	\$1,582,182	\$1,797,550	\$484,926	\$777,651
Workload Outputs:				
Number of discretionary applications	91	185	45	92
Number of new administrative applications	New	360	111	200
Number of zoning plan check reviews	1,638	2,035	711	1375
Number of staff presentations (CC, PC, ZA, DRSC, etc.) initiated	New	210	65	134
Number of Special Projects (GP IM's/ZO updates, etc.) initiated	New	55	45	78
Number of people assisted at counter/over phone	10,015	10,500	2,252	5,587
Number of business license applications processed	New	2,000	546	1255
Number of outreach meetings attended (Business Liaison, Housing/Social Services, etc.)	New	60	64	138
Number of Historic Preservation-related	New	150	26	47
Number of Quality Assurance staff hours	New	450	140.0	262.0
Efficiency:				
Number of people assisted at counter/phone per FTE/Quarter	301.6	286.0	91.6	91.6
Number of Plan checks completed/FTE/Quarter	115.7	117.0	44.3	44.3
Number of applications completed/FTE/Quarter	17.7	19.5	9.0	14.2
Percentage of FTE's time funded by Developer Deposit and fixed fees	46.0%	40.0%	22.9%	31.0%

Performance Measures

Community Development

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Planning (continued)</u>				
Effectiveness:				
Percentage of HPPA properties maintained in	New	100.0%	95.0%	96.0%
Percentage of Council-directed GP IM's	New	100.0%	82.9%	83.4%
Percentage of plan reviews completed within deadline	93.4%	95.0%	95.7%	93.3%
Percent of discretionary applications completed within deadline	New	90.0%	84.3%	80.0%
Percent of calls returned within one business day	93.4%	75.0%	95.0%	95.2%
Percent of counter served within 10 minutes	68.8%	70.0%	69.7%	67.2%
Percent of counter served within 20 minutes	91.2%	90.0%	91.0%	90.0%
<u>Code Compliance</u>				
Budget:	\$671,298	\$881,330	\$208,251	\$324,939
Workload Outputs:				
Number of new cases	1,775	1,700	399	955
Number of lots cleared by Weed Abatement	26	30	0	0
Number of graffiti cases	310	300	101	260
Number of case actions (Monday - Friday)	8,945	7,500	2,574	5,733
Number of weekend actions conducted	1,768	1,500	206	582
Number of sessions for certification	475	300	67	101
Efficiency:				
Number of cases per officer	512	550	116	276
Cost of weed abatement per lot	\$1,050	\$550	\$0	\$0
Cost of graffiti removal per case	\$136	\$150	\$126	\$113
Number of actions per hour (Monday - Friday)	New	2.0	1.8	2.1
Number of weekend actions conducted per hour	New	2.0	1.8	2.4
Effectiveness:				
Percent of graffiti cases closed within 6 hours	68.0%	68.0%	67.3%	67.0%
Percentage of cases acknowledged within 2 days	57.2%	50.0%	44.3%	44.0%
Percentage of cases resolved within 10 work days	41.5%	40.0%	40.0%	36.5%

Performance Measures

Community Development

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Economic Development/Housing Administration</u>				
Budget:	\$78,156	\$131,000	\$40,961	\$49,960
Workload Outputs:				
Number of Home Rehab loans provided to property owners	6	6	1	3
Number of businesses receiving commercial facade grants	10	11	3	5
Number of non-profits receiving Social Program grants	10	13	0	10
Effectiveness:				
Percentage of Home Rehab & commercial grants expended	100.0%	100.0%	35.0%	65.0%
Percentage General Fund social program grants expended	100.0%	100.0%	100.0%	100.0%

Performance Measures

Public Works

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
Engineering				
Budget:	\$3,026,941	\$4,120,730	\$730,636	\$1,199,799
Workload Outputs:				
Number of permits issued	538	400	96	202
Number of inspection stops conducted	3,566	3,500	475	1,215
Number of projects submitted for 1st plan check	94	70	24	46
Number of projects submitted for additional plan	139	115	30	53
Number of research projects conducted	408	330	130	260
Number of miles of streets designed	6.00	4.67	0.48	1.39
Number of miles of streets constructed	5.31	4.67	0.00	1.48
Number of citizen traffic complaints received	270	250	72	135
Number of capital projects	New	44	0	130
Efficiency:				
Time spent per first plan review (average hours)	6.00	6.00	5.83	5.92
Time spent per additional plan review (average)	4.38	5.00	4.50	4.50
Time spent per research project	1.29	1.50	1.17	1.17
Percent of capital projects completed within schedule	73.0%	85.0%	80.0%	80.0%
Final project costs within budget	85.0%	90.0%	100.0%	100.0%
Percent of response to citizen complaints within 45 days	85.7%	80.0%	93.1%	84.6%
Effectiveness:				
Percent of project reviews completed in 15 days (1st plan check)	76.9%	90.0%	80.7%	90.3%
Percent of project reviews completed in 10 days (add'l plan check)	87.7%	90.0%	86.7%	85.8%
Percent of research projects completed in 10 days	93.7%	95.0%	90.0%	90.0%
Percent of projected street design completed	201.0%	85.0%	11.0%	32.0%
Percent of projected street miles constructed	178.0%	85.0%	0.0%	34.0%
Percent of traffic complaints resolved	86.1%	80.0%	93.1%	84.6%

Performance Measures

Public Works

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Maintenance</u>				
Budget: City Maintenance Services	\$3,733,696	\$4,360,426	\$1,041,422	\$1,797,254
Budget: Beaches/Parks Maintenance	\$6,576,498	\$8,145,083	\$1,583,629	\$2,726,723
Workload Outputs:				
Number of potholes repaired	457	750	6	34
Number of signs repaired or replaced	1,910	1,900	466	988
Number of work orders received/completed by	1,716	2,200	175	604
Number of street light/traffic signal repairs	679	650	163	280
Number of USA responses (Underground Service	933	750	177	444
Trim 2,000 trees annually to ensure a 7 year	2,675	2,200	993	1,798
Resolve 90% of all tree service requests within 10 days	84.5%	88.7%	89.0%	87.3%
Efficiency:				
Average sq. ft. of pothole repairs provided per day of service	303.7	440.0	254.7	349.0
Average # of signs maintained per hour of service	4.0	4.5	3.5	3.8
Average # of facilities maintenance work orders completed per day of service	7.8	8.0	3.4	5.4
Average # of USA completed per day of service	4.2	3.5	3.1	2.6
Average number of streetlight/traffic signal	3.1	3.5	3.3	3.8
Effectiveness:				
Percentage of pothole service requests repaired within 3 working days	100.0%	100.0%	100.0%	100.0%
Percentage of trees trimmed to maintain an average 7-year trimming cycle	104.6%	100.0%	50.0%	89.9%
Percentage of signage repair requests responded to and completed within 3 working days	100.0%	100.0%	100.0%	100.0%
Percentage of facilities maintenance work orders responded to in 3 working days	100.0%	100.0%	100.0%	100.0%
Percentage of street light / traffic signal service Requests completed within 3 working days	79.0%	97.0%	79.3%	83.3%
Percentage of USA service requests completed within 3 working days	100.0%	100.0%	100.0%	100.0%

*Beginning FY2016 the Performance Measures for City Maintenance Services and Beaches/Parks Maintenance have been combined

Performance Measures

Public Works

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
<u>Water/Sewer/Storm Drain</u>				
Budget: Water	\$19,138,340	\$ 23,857,168	\$ 5,242,140	\$9,151,223
Budget: Sewer	\$9,181,953	\$ 9,611,688	\$ 2,264,392	\$4,399,785
Budget: Storm Drain	\$1,614,779	\$1,677,330	\$391,656	\$750,046
Workload Outputs:				
Acre Feet of Potable water delivered per FTE	New	580	109	236
Customer Service requests completed per FTE	New	508	1,195	2,605
Millions of gallons of Wastewater processed per Plant employee	New	276	82	168
Millions of gallons of Recycled Water processed per Plant employee	New	32.6	12.0	33.2
# of feet of Sewer lines cleaned per Collections crew member	New	443,520	18,397	51,204
# of feet of Storm Drain lines cleaned per Collections crew member	New	21,360	268	401
# of Storm Drain catch basins inspected & cleaned per Collections crew member	1,381	1,116	188	250
Number of Storm Drain & Sewer lines inspected by video	New	229,632	10,336	22,666
Efficiency:				
Percentage of system water loss	5.3%	6.5%	5.2%	3.4%
Preventive maintenance procedures on a monthly basis per FTE	New	15	53.3	115.0
Effectiveness:				
Water Distribution system integrity - number of water service leaks & main breaks per 100 miles	New	24.0	14.5	24.9
Percentage of time spent on preventive maintenance work orders	New	60.0%	40.0%	40.0%
Percentage of time spent on unscheduled work orders	New	10.0%	15.0%	40.0%

*Beginning FY2016 the Performance Measures for Water, Sewer and Storm Drain have been combined

Performance Measures

Public Works

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
Clean Ocean				
Budget:	\$2,192,777	\$ 3,691,760	\$696,266	\$1,136,212
Workload Outputs:				
Number of facilities inspected for storm water	937	750	144	276
Number of water quality enforcement actions	60	70	5	20
Number of local outreach impressions per year	7,767,323	7,500,000	1,569,335	4,020,505
Efficiency:				
Number of facility inspections per FTE (1 FTE)	937	750	114	276
Number of water quality enforcement actions issued per FTE (2 FTE)	30.0	35.0	2.5	10
Number of public outreach "impressions" per capita	120	116	24	62
<i>** "impressions" refers to the estimated number of individuals receiving education</i>				
Solid Waste				
Budget:	\$197,960	\$223,430	\$46,373	\$87,291
Workload Outputs:				
Number of residents participating in the Household Hazardous Waste (HHW) Program	2,194	2,280	541	1,122
Number of Waste Management Plans approved	646	750	159	326
Number of Public Outreach impressions	228,000	228,000	57,000	114,000
Number of trash barrel placement violations	2,919	2,400	606	1,269
Tons of Solid Waste diverted from landfill	41,810	36,800	11,065	22,160
Efficiency:				
Total % of participation for residential HHW pick-ups (19,000 households)	6.3%	3.3%	3.1%	3.1%
Total number of Waste Management Plans approved per quarter within 24 hours	162	200	159	326
Total number of trash barrel placement violations resolved within 7 days	2,919	2,400	606	1,269
Effectiveness:				
Cost of Public Outreach impressions	\$2.47	\$2.50	\$2.43	\$2.46
Solid Waste program cost per ton diverted	\$4.38	\$5.00	\$3.25	\$3.33
<i>* Solid Waste performance measures are based on waste diversion controlled by CR&R</i>				

Performance Measures

Beaches, Parks & Recreation

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
Recreation				
Budget:	\$5,149,071	\$6,942,140	\$1,641,127	\$2,953,136
Workload Outputs:				
Number of recreation registrations	20,304	18,600	2,176	7,309
Number of attendees at aquatics centers	63,676	75,000	10,262	35,542
Number of classes offered	2,877	3,000	440	1,458
Number of facility bookings	8,037	9,310	1,867	3,827
Number of beach, ballfield, and park bookings	6,768	8,250	1,527	2,962
Number of partnered community events	42	45	18	29
Number of attendees at special events	156,544	178,000	44,612	138,412
Efficiency:				
Percent of registrations taken on-line	55.0%	55.0%	44.7%	48.3%
Percentage of total expenditures recovered by revenues	61.0%	66.0%	35.5%	71.6%
Effectiveness:				
Average number of facility bookings per day	22.0	25.5	22.3	21.4
Average number of beach, ballfield, and park bookings per day	19.0	22.6	17.1	15.7
Average attendance per class	7.6	6.8	6.3	5.7
Marine Safety				
Budget:	\$1,518,774	\$1,653,740	\$329,539	\$807,888
Workload Outputs:				
Number of beach visitors (estimate)	2,441,700	2,500,000	443,700	1,635,400
Number of swimmer rescues	2,362	2,900	143	1,907
Number of preventative actions via public education/warnings	38,630	40,000	2,689	36,245
Number of people reached through public education programs	40,939	38,000	3,130	35,523
Number of drownings with lifeguards on duty	0	0	0	0
Efficiency:				
Visitors per lifeguard (8 hour shift)	822	800	1,005	824
Effectiveness:				
Percentage of swimmer rescues without a	100.0%	100.0%	100.0%	100.0%
Percent of City elementary schools reached through public education*	50.0%	70.0%	n/a	n/a

* Annual measurement

Performance Measures

Beaches, Parks & Recreation

Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
Golf Operating				
Budget:	\$2,192,831	\$2,302,280	\$542,009	\$1,052,491
Workload Outputs:				
Number of golf rounds played - projected	80,091	87,000	17,458	39,630
Number of golf course acres maintained	133	133	133	133
Total revenue generated by the Golf Course	\$2,324,673	\$2,330,000	\$526,243	\$1,150,534
Efficiency:				
Course utilization (rounds played/available tee	87.7%	95.0%	93.7%	88.7%
Cost per round	\$27.38	\$26.11	\$31.06	\$27.04
Percentage cost of recovery	106.0%	100.0%	97.1%	109.3%
Effectiveness:				
Number of complaints per 1,000 rounds	1.2	3.0	0.9	1.0
Maintenance quality of golf course retained at a level B May through October	100.0%	90.0%	100.0%	100.0%
Maintenance quality of golf course retained at a level C November through April	100.0%	100.0%	100.0%	100.0%

Performance Measures

Animal Shelter

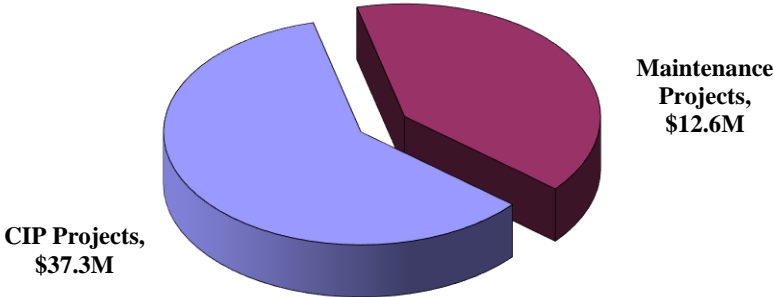
Performance Measures	2015 Actual	2016 Budget	2016 2nd Qtr	2016 Y-T-D
Animal Shelter				
Budget:	\$1,441,358	\$1,458,560	\$335,819	\$714,071
Workload Outputs:				
Number of Dogs Licensed during the year	7,083	7,374	1,567	3,502
Number of calls for service completed during the year	1,684	2,200	298	748
Barking Dog complaints received	112	90	20	43
Efficiency:				
Percent of calls for service handled within 24 hours	97.3%	98.0%	97.0%	97.5%
Effectiveness:				
Percentage increase in the number of dog licensed per year	-2.0%	2.0%	4.8%	5.9%
Number of dog adoptions	262	285	67	138
Number of cat adoptions	276	295	82	168
Number of animals returned to owners	356	290	79	182
Percentage of barking complaints resolved within 40 days	97.6%	98.0%	100.0%	100.0%

Program Summary

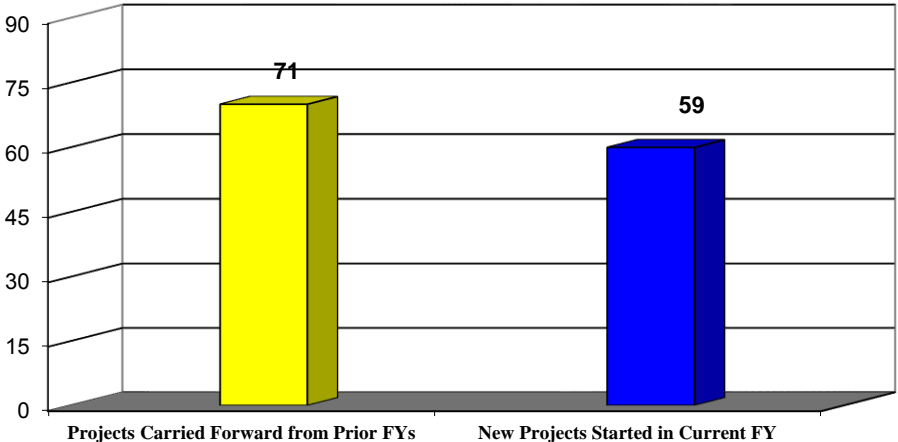
The Capital Improvement Program report provides the status of projects in the current FY 2016 and establishes a commitment for the scheduled delivery of projects. The City’s Capital Improvement Program remains strong and active. Most areas in the City continue to see improvements to their community facilities in the form of parks, streets, water, sewer, storm drain and other infrastructure improvement projects.

The FY 2016 Capital Improvement Program consists of 130 projects for a total budget of \$49.9 million. A total of 71 projects were started in the prior fiscal years. There are a total of 82 CIP projects and 48 Maintenance and Study projects.

FY 2016 CIP and Maintenance Projects: \$49.9 Million

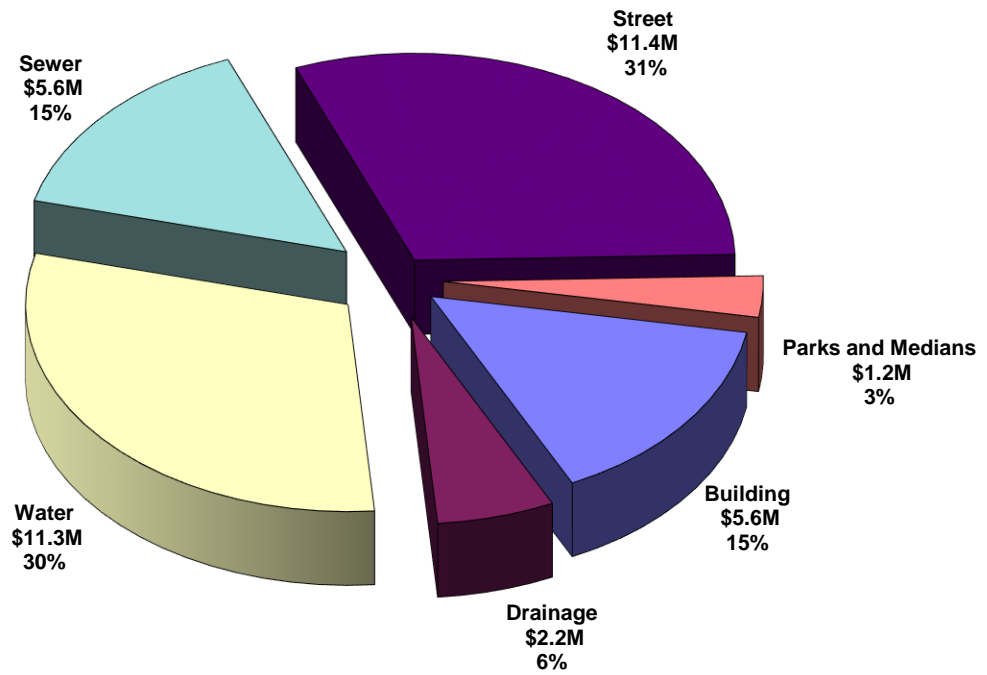


**Total CIP and Maintenance Projects:
Carried Forward vs. Projects Started in Current FY**

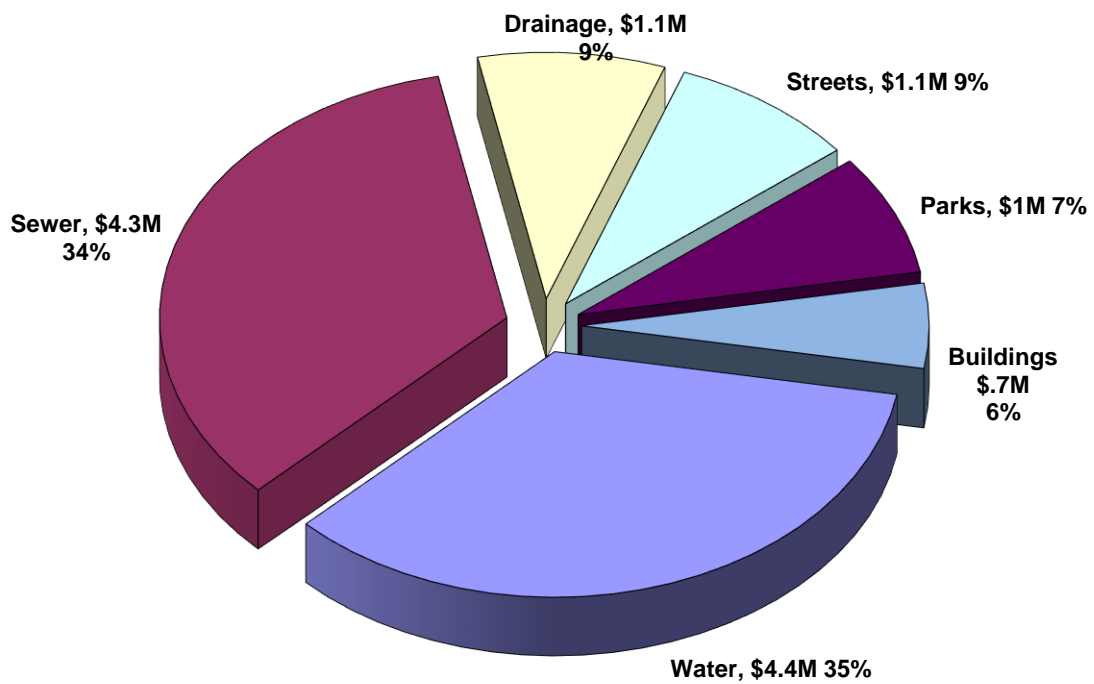


Capital Improvement Program – 2ndQuarter Report

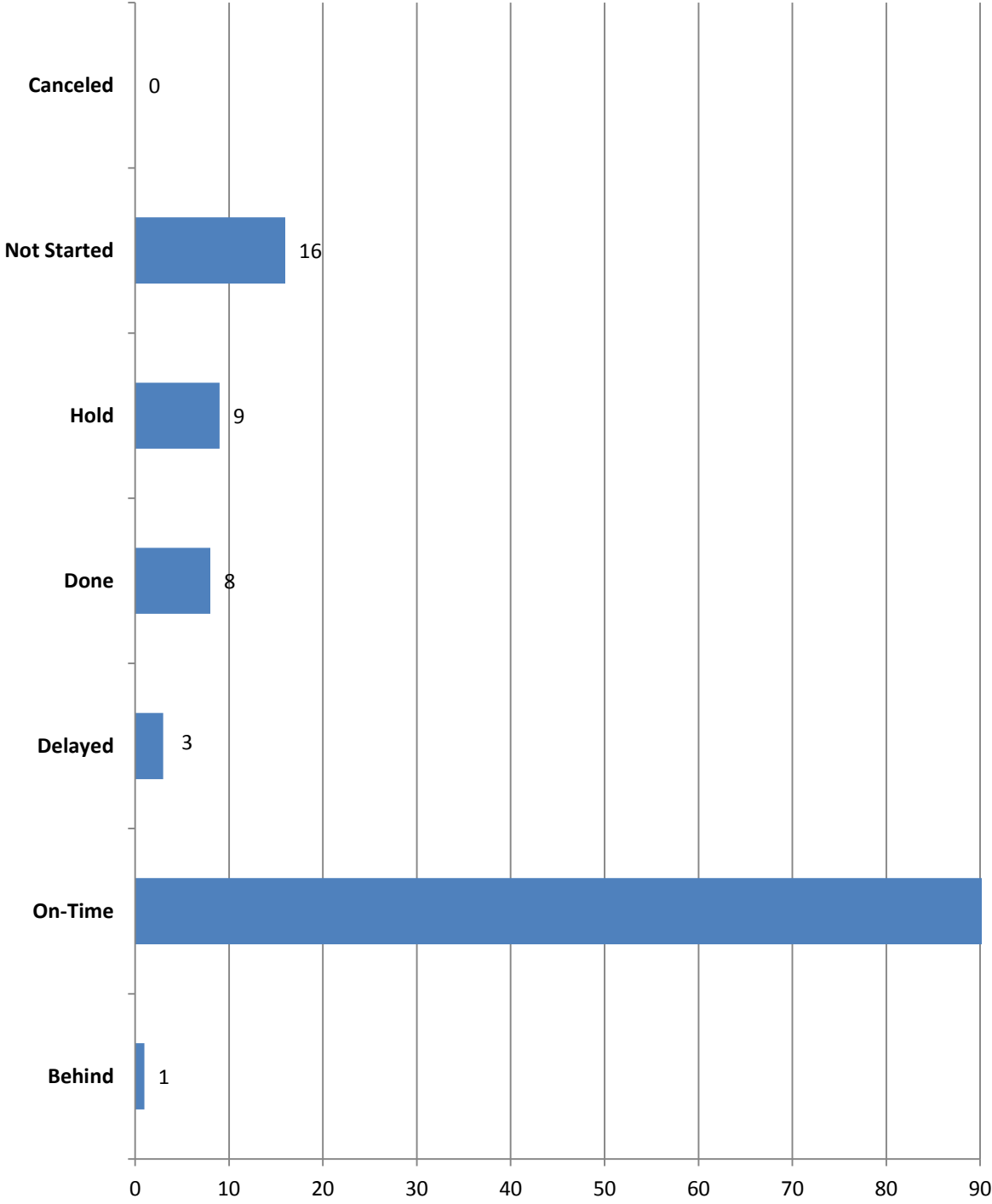
CIP Projects \$37.3 Million



Maintenance Projects \$12.6 Million



Project Status



Capital Improvement Program – 2ndQuarter Report

Schedule Changes

Projects are often re-scoped to take advantage of additional funding or to address the changing needs of the community. In order to realign the project delivery commitment with a revised scope, a baseline budget or schedule adjustment (reset) may be proposed. This section proposes each baseline budget adjustment and establishes a new commitment for delivering the project. The projects recommended for reset for this quarter are listed in the following table:

PROJECT*	ORIGINAL GOAL	REVISED GOAL	ORIGINAL COMPLETION DATE	REVISED COMPLETION DATE
<i>N. El Camino Real Bike Lane/ PN 13308</i>	<i>Complete Construction</i>	<i>Award Contract</i>	<i>6/30/16</i>	<i>6/30/16</i>
<i>Marblehead Coastal Sidewalk/ PN 16344</i>	<i>Complete Construction</i>	<i>Award Contract</i>	<i>6/30/16</i>	<i>6/30/16</i>
<i>Ole Hanson Beach Club Rehabilitation/ PN 12559</i>	<i>Complete Construction</i>	<i>Complete Construction</i>	<i>4/30/16</i>	<i>5/18/16</i>
<i>Pico Booster Pressure Station Pump Replacement/ PN 26408</i>	<i>Complete Replacement</i>	<i>Complete Design</i>	<i>6/30/16</i>	<i>6/30/16</i>
* See individual projects for a detailed explanation				

For Reporting Period October to December 2015

Ole Hanson Beach Club Rehabilitation (CIP)

Project Management:	Amir Ilkhanipour	Project Number:	12559
Budget:	\$3,049,990.00	% of Goal Completion:	60%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	5/18/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Upon completion of design and securing all the necessary permits and approvals, the Ole Hanson Beach Club Rehabilitation project was bid on October 30, 2014. The City Council awarded a construction contract to Newman Midland Corporation at their December 2, 2014 meeting. The project generally consists of rehabilitating the building structure and re-configuring the first floor, ADA improvements including construction of an elevator, site work, pools rehabilitation and code compliance work. A "Notice to Proceed" was issued in January 2015, with an expected completion date of June 2016. This project has been re-scoped.

Americans with Disabilities Act (ADA) (CIP)

Project Management:	Penrod/Jorgensen/Thordahl	Project Number:	24801
Budget:	\$138,370.00	% of Goal Completion:	85%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	3/31/2016	Fiscal Year Goal:	Complete installation of the automatic power operated doors at selected City facilities
Actual Completion Date:			

Comments: Automatic power operated doors at six of the seven planned locations are complete including; City Hall Council Chambers, City Hall Main Lobby, and three exterior doors at the Community Center, and the south entrance at Community Development. The north entrance will be completed in conjunction with the FY 2015 ramp project associated with the parking lot rehab. The budget consists of \$56,000 carry over from FY 2014 to complete the doors and \$100,000 for FY 2015 assigned to the Community Development Parking Lot Rehab project.

Playground Equipment Replacements (CIP)

Project Management:	Aeryn Donnelly-Terrey	Project Number:	12724
Budget:	\$324,150.00	% of Goal Completion:	20%
Funding Source:	Park Asset Repl. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Ongoing Playground Equipment Replacement project is scheduled to replace one playground per year. Staff took Playground Replacement Program to BP&R Commission in October 2015 and went to Council on November 3, 2015 to ask for direction moving forward. Staff has obtained designs and cost estimates from 3 vendors which reflect the Council's direction and is moving forward with project in the New Year to reflect donation of surplus property to Kids Around the World.

For Reporting Period October to December 2015

City Master Plan of Drainage- Other Areas (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	34001/34002/34003/34004
Budget:	\$294,280.00	% of Goal Completion:	30%
Funding Source:	Local Drainage Facilities	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	30% Study
Actual Completion Date:			

Comments: The City Master Plan of Drainage has not been updated since 1982. A new update is needed to assess the existing condition and capacity of the City's storm drains and provide recommendations for improvements, including budgetary costs and programming of projects into future budget cycles. Project funding is proportionally allocated based on drainage of the area within each drainage basin. Based on an RFP and selection process, the City Council awarded a contract to a consultant on the August 4th meeting. The consultant is currently researching and gathering the available information for review prior to its study.

Montalvo Canyon Drain Study (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	22001
Budget:	\$72,690.00	% of Goal Completion:	30%
Funding Source:	Storm Drain Utility Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	20% Design
Actual Completion Date:			

Comments: This project consists of hydrologic and hydraulic studies, final design, environmental processing and permitting for the needed improvements to the reach of Montalvo Canyon natural waterway, in the proximity of the ocean outlet. Army Corps of Engineers, Fish & Game and Coastal Commission permits need to be secured prior to construction. A consultant will be hired to perform the above work and prepare construction documents for public advertising.

Reservoir 10 & 6 Water Line (Land Acquisition) (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	14400
Budget:	\$13,290.00	% of Goal Completion:	40%
Funding Source:	Water Acre. Fee Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Resolution of Necessity
Actual Completion Date:			

Comments: Reservoir 6 is nearing the end of its useful life and the storage capacity is not large enough for its service area. A new water line between Reservoir 10 and 6 will improve the water system operation and reliability. An easement for construction of this water line is needed. Prior negotiations with the property owners have not been successful. Staff has retained an appraiser preparing updated appraisals to start re-negotiations with the property owners. If the negotiations are not favorable, staff will go to the City Council for adopting a resolution of necessity to go forward with acquiring the property by eminent domain.

For Reporting Period October to December 2015

Via Ballena Storm Drain Relocation (CIP)

Project Management:	Amir Ilkhanipour	Project Number:	13016
Budget:	\$1,164,890.00	% of Goal Completion:	100%
Funding Source:	St.Dr.Util.Fund/FEMA Grant	Status:	Done
Goal Completion Date:	1/29/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:	12/31/2015		

Comments: City staff is working with California and Federal Emergency Management Agencies (CalEMA and FEMA). Grant funding, in the amount of \$700,000 for design and construction, has been allocated based on completion of the National Environmental Policy Act (NEPA). Construction is complete.

Via Montego/Storm Drain M01 (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	13017
Budget:	\$50,000.00	% of Goal Completion:	0%
Funding Source:	Storm Drain Utility Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: Currently there is no storm drain system at the intersection of Via Montega and Via Cascadita. During heavy rain events, the storm runoff has caused local flooding. A storm system needs to be designed and constructed at this intersection to convey the storm runoff to the nearby Prima Dechesha Canada Channel (M01). Project placed on hold due to construction funding being deferred to FY 2017 as a result of funding needs for higher priority projects in FY 2016.

Avenida Presidio Rehabilitation- Phase II -North La Esperanza to El Camino Real (CIP)

Project Management:	Ben Parker	Project Number:	14331
Budget:	\$380,040.00	% of Goal Completion:	25%
Funding Source:	Street Improvement Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Project is pending until Caltrans completes ADA (curb ramp) improvements scheduled to be constructed September 2016 to November 2016. Note: Waiting for Caltrans to complete this work before submitting an application for an encroachment permit will save the City the expense of having to do it. In addition, the draftsman working on the design recently retired which will likely effect the design completion date.

For Reporting Period October to December 2015

Calle De Los Molinos Rehabilitation (CIP)

Project Management:	Ben Parker	Project Number:	18118\410280
Budget:	\$1,017,110.00	% of Goal Completion:	70%
Funding Source:	Street Improvement Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Project is under construction.

Calle Valle Rehabilitation (CIP)

Project Management:	Ben Parker	Project Number:	19102\410084
Budget:	\$580,950.00	% of Goal Completion:	70%
Funding Source:	Street Improvement Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Project is under construction.

Camino de los Mares Traffic Signal Synchronization (CIP)

Project Management:	Jennifer Rosales	Project Number:	13319
Budget:	\$121,920.00	% of Goal Completion:	75%
Funding Source:	Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Signal timing implementation and study
Actual Completion Date:			

Comments: Implemented new signal synchronization timing. Before and after study conducted by consultant. Fine-tuning traffic signal synchronization timing.

City Hall Parking Lot Rehabilitation (CIP)

Project Management:	Ben Parker	Project Number:	14327
Budget:	\$63,300.00	% of Goal Completion:	30%
Funding Source:	Reserve Fund	Status:	Hold
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: On Hold - Completed survey and base map, and started design. Limited failed pavement areas will be reconstructed. The existing parking lot pavement will be resurfaced with a slurry seal and restriped. ADA signs and parking spaces will be replaced or reconstructed as needed to meet current codes. A concrete planter and palm tree, that currently blocks access to the unloading zone, will be removed and replaced with sidewalk.

For Reporting Period October to December 2015

Community Development Parking Lot Rehabilitation (CIP)

Project Management:	Ben Parker	Project Number:	14328
Budget:	\$140,370.00	% of Goal Completion:	35%
Funding Source:	Reserve Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Curb, gutters and pavement that have failed or do not drain will be reconstructed. The existing parking lot pavement will be resurfaced with a slurry seal and restriped. The ADA signs will be updated. The ADA parking spaces and unloading zones will be regraded to comply with ADA slope limits. One curb ramp will be added at the North entrance as required by ADA to serve the existing loading zone. The Draftsman working on this project recently retired which will impact the completion of design.

ECR - Camino Capistrano To Ave Estacion (CIP)

Project Management:	Tom Frank	Project Number:	14325
Budget:	\$718,180.00	% of Goal Completion:	85%
Funding Source:	Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: This project is being coordinated with the North ECR bicycle path project. In August 2014, City Council approved additional funds and scope of gateway and landscaping treatments. City submitted and received a California Coastal Commission permit in September 2015. Awaiting Caltrans approval associated with Grant, to bid project. Target bid early 2016, and construction in Spring 2016.

Sewer System Replacement (CIP)

Project Management:	Ben Parker	Project Number:	24201
Budget:	\$100,000.00	% of Goal Completion:	50%
Funding Source:	Str. Impr.& Swr. Deprec.	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Design and construct sewer system replacements as part of the Street Improvement Program.

For Reporting Period October to December 2015

South ECR - Valencia to Mendocino (CIP)

Project Management:	Ben Parker	Project Number:	14326
Budget:	\$1,056,760.00	% of Goal Completion:	95%
Funding Source:	Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Submit E-76
Actual Completion Date:			

Comments: Project scope reduced due to Caltrans working in some areas. Recently approved for an ATP grant. The federal environmental review process will be required, which will extend the design time. Environmental documentation was completed and approved by Caltrans. Working on submitting E-76 documentation.

Street Improvement Design (CIP)

Project Management:	Ben Parker	Project Number:	24300
Budget:	\$75,000.00	% of Goal Completion:	50%
Funding Source:	Street Improvement Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: This project provides for design of street improvements scheduled for construction in the following fiscal year.

Via Pico Plaza Rehabilitation (CIP)

Project Management:	Ben Parker	Project Number:	13315
Budget:	\$114,040.00	% of Goal Completion:	0%
Funding Source:	Street Impr. Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: This project is on hold due to interfering work planned as part of I-5 Pico Interchange.

Water System Replacement (CIP)

Project Management:	Ben Parker	Project Number:	24400
Budget:	\$100,000.00	% of Goal Completion:	50%
Funding Source:	Water Deprec. Reserve Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Design and construct sewer system replacements as part of the Street Improvement Program.

For Reporting Period October to December 2015

Dana Point Ocean Water Desalination (CIP)

Project Management:	Dave Rebensdorf	Project Number:	38401
Budget:	\$33,010.00	% of Goal Completion:	25%
Funding Source:	Water Acre. Fee Rsrv. Fund	Status:	Hold
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Continue Evaluation of Project
Actual Completion Date:			

Comments: Phase 3 pilot testing is complete. The project appears to be constructable, but impacts to the San Juan Basin groundwater are anticipated at approximately 1,660 acre-feet per year. The participants group will determine the next steps to include close out of Phase 3. Destruction of the well and testing equipment is still required, and is being evaluated for removal in 2016. South Coast Water District (SCWD) and the City of Laguna Beach are funding additional studies within the San Juan Basin and are considering building a 5 MGD pilot plant. Potential construction is anticipated in 2020. SCWD is drafting an agreement that will allow for participation in the project at various phases. This is a Project By Others.

Lifeguard Towers (CIP)

Project Management:	Randy Little	Project Number:	33501
Budget:	\$42,478.00	% of Goal Completion:	100%
Funding Source:	General Fund	Status:	Done
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:	10/15/2015		

Comments: The 2016 FY project (the third tower of three, one each FY for FY's 14, 15, and 16) is complete and in use.

Community Center Maintenance (CIP)

Project Management:	Randy Little	Project Number:	14503
Budget:	\$122,760.00	% of Goal Completion:	90%
Funding Source:	Facility Maint. Rsrv.	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: The Community Center Maintenance Project includes termite tenting, tile roof repairs in several areas, replacement of missing roof tiles and the repair replacement of the roofing starter boards, rafter tails and beam ends in several locations. The project also includes re-painting of the building exterior. Termite tenting, starter boards, rafter tails and beams replacements are completed. Also completed are the block wall repairs. Cabrillo block wall has been painted. Painting of building is complete. Acceptance is scheduled for 2-16-16 council meeting. Still need to purchase and install ceiling tiles.

For Reporting Period October to December 2015

City-Wide Cathodic Protection (CIP)

Project Management:	Dave Rebensdorf	Project Number:	22401/26402
Budget:	\$670,440.00	% of Goal Completion:	80%
Funding Source:	Wtr. and Swr. Deprec. Rsrv.	Status:	On-Time
Goal Completion Date:	4/1/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: The project is under construction.

JRWSS Agency Projects (CIP)

Project Management:	Dave Rebensdorf	Project Number:	27402
Budget:	\$2,993,060.00	% of Goal Completion:	50%
Funding Source:	Water Other Agency	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: This is an assortment of CIP projects on the JRWSS water importation system managed by South Coast Water District on behalf of the JRWSS members. Project by Others.

Land Outfall Rectifier (CIP)

Project Management:	Dave Rebensdorf	Project Number:	14204
Budget:	\$150,000.00	% of Goal Completion:	50%
Funding Source:	Swr. Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	4/1/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: The project is under construction.

Ocean Outfall Junction Repairs (CIP)

Project Management:	Dave Rebensdorf	Project Number:	28205
Budget:	\$91,680.00	% of Goal Completion:	35%
Funding Source:	Sewer Other Agency	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete 10% Construction
Actual Completion Date:			

Comments: The designer was hired by SOCWA. Project by Others.

For Reporting Period October to December 2015

Recycled Water Expansion (CIP)

Project Management:	Dave Rebensdorf	Project Number:	18201
Budget:	\$389,880.00	% of Goal Completion:	30%
Funding Source:	Sewer Connection Fee Fund	Status:	On-Time
Goal Completion Date:	3/1/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: WRP Expansion is complete, however additional services have been identified during site conversions. Additional services are needed.

Recycled Water Conversion Program (CIP)

Project Management:	Dave Rebensdorf	Project Number:	34201
Budget:	\$176,290.00	% of Goal Completion:	80%
Funding Source:	Sewer Connection Fee Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Retrofit of 100 Sites
Actual Completion Date:			

Comments: RMC Water and Environment was hired to assist with developing a retrofit program for public and private sites. Letters have been sent to customers informing them of upcoming conversion, availability of recycled water and MWD Grant funding. A loan program was approved and letters were sent to customers requiring retrofit of all remaining sites. Approximately 60 sites have been converted.

Reservoir 8 Cathodic Protection (CIP)

Project Management:	Dave Rebensdorf	Project Number:	19405
Budget:	\$156,450.00	% of Goal Completion:	80%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	4/1/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: The project is under construction.

Sewer SCADA System Development (CIP)

Project Management:	Rebensdorf \ Wooten	Project Number:	12605\410336
Budget:	\$1,194,670.00	% of Goal Completion:	70%
Funding Source:	Swr. Depr.&Conn. Fee Rsrv.	Status:	On-Time
Goal Completion Date:	3/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Final phase of the project includes design and construction of SCADA at the WRP. Design is nearly complete.

For Reporting Period October to December 2015

Well Water Aquifer Monitoring Improvements (CIP)

Project Management:	D. Rebensdorf/ M. Fakhar	Project Number:	14408
Budget:	\$300,000.00	% of Goal Completion:	10%
Funding Source:	Wtr. Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction at Well 8
Actual Completion Date:			

Comments: The project consists of removing sections of Well No. 8 screen to improve water quality and to re-establish Well No. 5 to monitor the aquifer. The project is under design.

Ave Vista Hermosa Traffic Signal Synchronization (CIP)

Project Management:	Jennifer Rosales	Project Number:	13318
Budget:	\$135,370.00	% of Goal Completion:	75%
Funding Source:	M2 Grant & Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Signal Timing Implementation and Study
Actual Completion Date:			

Comments: Implemented new signal synchronization timing. Before and after study conducted by consultant. Fine-tuning traffic signal synchronization timing.

EI Portal Beach Access Rehabilitation (CIP)

Project Management:	Aeryn Donnelly-Terrey	Project Number:	23101
Budget:	\$639,210.00	% of Goal Completion:	95%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	1/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Project construction is complete. Staff is drafting Notice of Completion administrative report.

Solids Handling Sludge Storage Tank (CIP)

Project Management:	Ken Knatz	Project Number:	14205
Budget:	\$652,830.00	% of Goal Completion:	20%
Funding Source:	Sewer Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	75% Construction
Actual Completion Date:			

Comments: The project is being constructed in conjunction with the digester rehabilitation and the replacement of six progressive cavity pumps with associated piping changes into the SST project. Material submittals have been reviewed and approved and excavation for the new tank is underway. Construction completion is scheduled for August 2016.

For Reporting Period October to December 2015

Los Mares at Vaquero Infrastructure Protection (CIP)

Project Management:	Ken Knatz	Project Number:	20001
Budget:	\$116,800.00	% of Goal Completion:	0%
Funding Source:	S.D.,Swr.&Wtr. Depr.,Gas Tx	Status:	Hold
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Design Contract
Actual Completion Date:			

Comments: Scope for RFP to protect street and utilities is being developed. Project is on hold.

Odor Control Mechanical Piping Replacement (CIP)

Project Management:	Ken Knatz	Project Number:	23201
Budget:	\$137,410.00	% of Goal Completion:	10%
Funding Source:	Sewer Deprec. Rsrv. Fund	Status:	Delay
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: 100% design plans and specifications have been completed by MBF Consulting to rehabilitate the odor control systems. Based on the new technologies constructed at the plant over the past two years, one of two odor scrubbers may no longer be needed to meet regulatory requirements. Staff has coordinated with AQMD and provided data for their review to confirm approval to remove one of the scrubber systems from service. The project will not be bid until AQMD feedback is received and the WRP Odor Scrubber Analysis is completed.

Progressive Cavity Pump Replacement (CIP)

Project Management:	Ken Knatz	Project Number:	23202
Budget:	\$624,180.00	% of Goal Completion:	20%
Funding Source:	Sewer Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	75% Construction
Actual Completion Date:			

Comments: This project is being constructed in coordination with the Sludge Holding Tank and Digester Rehabilitation projects to facilitate taking WRP processes off line during construction. Material submittals have been reviewed and approved and pump order has been placed. Construction completion is scheduled for August 2016.

For Reporting Period October to December 2015

Reeves Pump Station (CIP)

Project Management:	Ken Knatz	Project Number:	17405
Budget:	\$1,770,990.00	% of Goal Completion:	50%
Funding Source:	Wtr. Acreage Fee Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: City received right of entry from Marblehead Coastal for construction of the pump station. Final design for the pump station will resume. Reeves Pump Station will allow the City to provide water to Reservoir 7, and then to Reservoirs 14 and 9 from the main water feeder to the City along the Freeway. Final plans and specifications will be developed based on the preliminary design report.

Reservoir Management Study (CIP)

Project Management:	Dave Rebensdorf	Project Number:	31401
Budget:	\$101,280.00	% of Goal Completion:	70%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	4/1/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Study to review, prioritize and budget improvements to the City's potable water storage tanks. Staff will compile comprehensive reservoir inventory to identify and budget lining, coating and mechanical improvements.

Reservoir No.12 Rehabilitation (CIP)

Project Management:	Dave Rebensdorf	Project Number:	14406
Budget:	\$493,230.00	% of Goal Completion:	70%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	4/1/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Reservoir Nos. 10 and 12 need to be rehabilitated. An agreement with AKM Engineering was signed on September 2, 2014 for design services. The reservoirs are currently being evaluated. Design is being combined with the Reservoirs 9 & 10, and the Reservoir Management Study projects.

For Reporting Period October to December 2015

Reservoir No. 9 & 10 Chemical Improvements (CIP)

Project Management:	Dave Rebensdorf	Project Number:	14407
Budget:	\$294,910.00	% of Goal Completion:	70%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	4/1/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Water quality within the City's largest reservoirs is impacted by warm summer weather. Permanent chemical improvements will be constructed to maintain consistent water quality and eliminate the need for operator implemented chemical treatment during warm weather periods. Based on recent water quality sampling, improvements are needed for Reservoirs 5A & 14 in lieu of Reservoirs 9 & 10. An agreement was signed with AKM Engineering on September 2, 2014 for design services. Reservoir evaluations are currently being performed.

Reservoir No. 1 Expansion (CIP)

Project Management:	Ken Knatz	Project Number:	11447
Budget:	\$179,350.00	% of Goal Completion:	
Funding Source:	Water Deprec. Rsrv. Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: Preliminary design will consider new reservoir capacity and recommend improvements to the City's Well Water Treatment Plant and reservoir service zone upgrades to meet regulatory requirements. Construction funding has been deferred to FY 2017. Water quality system improvements are planned to be constructed ahead of the reservoir expansion upon construction of the well improvements identified as part of the Well Aquifer Study.

Sewer Master Plan (CIP)

Project Management:	Dave Rebensdorf	Project Number:	34202
Budget:	\$128,890.00	% of Goal Completion:	80%
Funding Source:	Swr.Conn. & Clean Ocean	Status:	On-Time
Goal Completion Date:	2/1/2016	Fiscal Year Goal:	Complete Study
Actual Completion Date:			

Comments: The City's Sewer Master Plan has not been updated since 1995. Due to water conservation efforts over the last decade, sewage generation rates have decreased. A new update is needed to assess the capacity and condition of the key locations in the sewer network and provide recommendations for improvements. The Master Plan will also focus on evaluating diversion of MO1 treatment effluent to the outfall, as well as consideration of accepting sewage flows from Santa Margarita Water District. RMC Engineers is preparing the Master Plan.

For Reporting Period October to December 2015

Well Outlet Piping & Chemical Treatment (CIP)

Project Management:	Ken Knatz	Project Number:	13408
Budget:	\$745,900.00	% of Goal Completion:	
Funding Source:	Water Deprec. Rsrv. Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: The project design work was identified in conjunction with the Reservoir No. 1 expansion. Water quality system improvements are planned to be constructed ahead of the reservoir since the reservoir expansion has been delayed to FY 2017. The project is temporarily on hold to investigate rising TDS and chlorides levels in the well water. Dudek has conducted the Well Aquifer Study project and has identified improvements needed to the well water system to achieve maximum well yield. Well system improvements will be constructed ahead of this project to verify well yield and ensure proper sizing of the proposed pipeline and chemical improvements.

Water System Rehabilitation (CIP)

Project Management:	Kevin Lussier	Project Number:	24401
Budget:	\$306,000.00	% of Goal Completion:	50%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: This is a collection of scheduled and/or necessary work projects on the City water transmission and distribution system.

Highland Light Ductile Iron Pipeline Replacement (CIP)

Project Management:	Shawn Ryan	Project Number:	14403
Budget:	\$183,530.00	% of Goal Completion:	20%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: The infrastructure in the Highland Light development was installed by the developer in 1989. The water line was improperly protected from corrosion, and the ductile iron pipes have corroded to the point of failure. The failures have increased in recent years. The corrosion problem will be mitigated by replacing the Ductile Iron Pipe (DIP) with Polyvinyl Chloride (PVC) pipe. There are approximately 12,000 linear feet that need replacement. The work will occur in two separate phases over multiple years to reduce impact to the Water Depreciation Reserve and residents. Recent private street rehabilitation work has caused redirection regarding which pipes to replace first due to the sensitivities with trenching in a recently paved private street.

For Reporting Period October to December 2015

Revetment Rehabilitation at 1304 Calle Toledo (CIP)

Project Management:	Amir Ilkhanipour	Project Number:	23001
Budget:	\$78,760.00	% of Goal Completion:	0%
Funding Source:	Gen., Wtr.& Swr.Deprec.	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	50% Design
Actual Completion Date:			

Comments: The project will evaluate the existing hydrology and hydraulics in the Calle Toledo area and rehabilitate the revetment at 1304 Calle Toledo.

Sewer Line Support at Trafalgar Canyon (CIP)

Project Management:	Mary Vondrak	Project Number:	21202
Budget:	\$145,910.00	% of Goal Completion:	80%
Funding Source:	Sewer Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Preliminary Design
Actual Completion Date:			

Comments: The scope of work includes rehabilitating the sewer support or concrete encasement of the sewer main that crosses Trafalgar Canyon downstream of the outlet structure. Project will be implemented with the Trafalgar Canyon Outlet Water Quality Improvement Project. Projects will be combined to save costs and facilitate regulatory permitting with CDFG, SWRCB and SCRRA. Agreement with PACE was approved on October 21, 2014. Preliminary design report is under review by staff.

Trafalgar Canyon Outlet Water Quality Improvements (CIP)

Project Management:	Mary Vondrak	Project Number:	14005
Budget:	\$265,030.00	% of Goal Completion:	80%
Funding Source:	Clean Ocean Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Preliminary Design
Actual Completion Date:			

Comments: The scope of work for this project includes eliminating the low flow nuisance storm water that ponds between the beach and the Trafalgar Canyon Outlet Structure. During the dry season the ponded water becomes a vessel for algae and mosquitos. Project will be implemented with the Sewer Line Support at Trafalgar Canyon. A professional services agreement was awarded to Pacific Advanced Civil Engineering (PACE). A preliminary design report was reviewed by staff and comments given to PACE for edits. A meeting was convened to give feedback and input from staff. A final report is expected in the third quarter of FY2016.

For Reporting Period October to December 2015

Operational Continuity Data Center (CIP)

Project Management:	Matt Squires	Project Number:	13810
Budget:	\$420,540.00	% of Goal Completion:	25%
Funding Source:	Information Technology Fund	Status:	Delay
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Engineering has completed all roof repairs. Fire suppression is currently in the design phase with an estimated construction start of February 2016. Concrete repair work is also scheduled to be complete before October 2015. Data Center design contract has been awarded.

Alternative Fuel Station Study (CIP)

Project Management:	Tom Bonigut	Project Number:	34801
Budget:	\$70,000.00	% of Goal Completion:	0%
Funding Source:	Air Qual. Mgmt. Fund	Status:	Canceled
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Begin Study
Actual Completion Date:			

Comments: Per CM direction this study cancelled and will be considered in a future budget.

For Reporting Period October to December 2015

Poche Beach/Watershed Activities (CIP)

Project Management:	Mary Vondrak / Tom Bonigut	Project Number:	24802
Budget:	\$351,640.00	% of Goal Completion:	35%
Funding Source:	Clean Ocean Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Hire Consultant
Actual Completion Date:			

Comments: The Poche Clean Beach Project winter operations commenced on November 12, 2015. The winter schedule consists of weekly exercising of the facility but is otherwise offline for storm event periods as well as for any required offseason maintenance. The Health Care Agency will continue to monitor the recreational water quality along the coastline throughout the winter months as part of the new unified monitoring program.

During operation, sampling results indicate that the UV Treatment Facility provides effective treatment to lower all three indicator bacteria levels to within standards in the surfzone. The bird abatement contract at Poche beach concluded at the end of October. Bird abatement continues with falconry at the Prima Deshecha landfill. In addition, OC Parks staff is deploying their coyote decoys Friday through Sunday at times when staff is available. Poche Beach currently has an A rating from Heal the Bay.

The Utilities department contracted a feasibility study to research options for diverting M01 treated water from the pond. This was done as part of the updated Sewer Master Plan study. The M01 portion of the study evaluation has been completed and presented to staff for feedback.

Environmental Programs staff has created a roadmap for the regulatory process and studies needed to pursue any project to address the pond at Poche. Staff is in contact with CA Coastal Commission to get their input on potential projects. A meeting will be scheduled at a time when it coordinates with other meetings in the area. Regional Water Quality Control Board staff have given verbal indication that they would support a project for the area. Once input is received from the regulatory agencies the next step will be to develop an RFP to draft a concept design proposal to determine potential projects and recommendations for the Poche pond. An RFP for consultant services for pre-design recommendations for reconfiguring the bioswale running through the Shorecliffs golf course is being drafted for release in Q3 of FY2016.

Camino Del Rio & La Pata Extension (CIP)

Project Management:	Tom Frank	Project Number:	18316
Budget:	\$582,890.00	% of Goal Completion:	70%
Funding Source:	Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	80% Construction
Actual Completion Date:			

Comments: Under construction. Outstanding tasks include easement acquisition for Camino Del Rio. Project completion is scheduled for December 2016. Project by Others.

For Reporting Period October to December 2015

N. El Camino Real Bike Lane (CIP)

Project Management:	Tom Frank	Project Number:	13308
Budget:	\$1,226,690.00	% of Goal Completion:	75%
Funding Source:	HSIP Grant & Gas Tax	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Contract
Actual Completion Date:			

Comments: In August 2014, City Council approved additional funds and scope of gateway and landscaping treatments. City submitted and received a California Coastal Commission permit in September 2015. Awaiting Caltrans approval associated with Grant, to bid project. This project has been re-scoped.

PCH- Avenida Pico Bicycle Path Study (CIP)

Project Management:	Tom Frank	Project Number:	30803
Budget:	\$35,730.00	% of Goal Completion:	85%
Funding Source:	Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Study
Actual Completion Date:			

Comments: Pico corridor evaluation is underway. Council approved a contract with DKS to complete the Pico corridor bike lane/path concepts. Expected completion is February 2016.

Los Molinos/Calle Valle Street Lights (CIP)

Project Management:	Tom Bonigut	Project Number:	14324
Budget:	\$17,050.00	% of Goal Completion:	100%
Funding Source:	General Fund	Status:	Done
Goal Completion Date:	3/31/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:	1/5/2016		

Comments: This project is the City's funding contribution required under Rule 20A for addition on SDG&E-owned streetlights in the Los Molinos area associated with the planned undergrounding project. All of the utilities have finished their underground conversions. The last pole will be removed during a "last pole removal" ceremony on January 26.

For Reporting Period October to December 2015

"T" Street Beach Restroom Rehabilitation (CIP)

Project Management:	Aeryn Donnelly-Terrey	Project Number:	15504
Budget:	\$1,134,440.00	% of Goal Completion:	25%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	30% Design
Actual Completion Date:			

Comments: Council direction for "T" Street is to explore the possibility of combining the restroom and the concession building, either in Spanish or non Spanish versions. Staff is working with consultant to develop costs and options of both. Contract has been executed with ANB Consulting Engineers to do T-Street Concession analysis, conceptual design and Preliminary Cost Estimates to bring back to BP&R Commission in January 2016.

Slurry Seal (CIP) FY 2016

Project Management:	Ben Parker	Project Number:	26302
Budget:	\$250,000.00	% of Goal Completion:	10%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments:

Pier Planks Replacement (Base of Pier at Fisherman's Restaurant) (CIP)

Project Management:	Amir Ilkhanipour	Project Number:	25802
Budget:	\$131,090.00	% of Goal Completion:	100%
Funding Source:	General Fund	Status:	Done
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design & Permitting
Actual Completion Date:	12/31/2015		

Comments: The planks from the base of the Pier to the end of the Fisherman's Restaurant need to be replaced due to wear and undulation. New planks will be installed by a contractor. A consultant was hired to prepare construction documents for public advertising. The bid package and an application to Coastal Commission to request an "Exception" are being completed. During construction, small "bridges" will be used to keep access open at all times. Project started advertising on December 18, 2015. Construction completion is anticipated in spring 2016.

For Reporting Period October to December 2015

T-Street Beach Concession Building Renovation (CIP)

Project Management:	Aeryn Donnelly-Terrey	Project Number:	25501
Budget:	\$50,000.00	% of Goal Completion:	20%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	30% Design
Actual Completion Date:			

Comments: Council direction for "T" Street is to explore the possibility of combining the restroom and the concession building, either in Spanish or non Spanish versions. Staff is working with consultant to develop costs and options of both. Contract has been executed with ANB Consulting Engineers to do T-Street Concession analysis, conceptual design and Preliminary Cost Estimates to bring back to BP&R Commission in January 2016.

T-Street Overpass Maintenance (CIP)

Project Management:	Amir Ilkhanipour	Project Number:	25801
Budget:	\$135,430.00	% of Goal Completion:	30%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: City Maintenance staff (via a contractor) removed all the aluminum nosing and took off the layer that was placed on the stairs after the localized patch work was done approximately 4 years ago. The stairs, including the patch work, are structurally sound for another 12 months. Edges of a few potholes on the deck/walkway were also sanded off to make them blend in more. Based on a bid package prepared by TranSystems (consultant), bids were received on September 17, 2015 and a contract was awarded by City Council on December 1, 2015. Construction will commence mid-January 2016.

Avenida La Pata- Onda to Extremo (CIP)

Project Management:	Ben Parker	Project Number:	15312
Budget:	\$733,300.00	% of Goal Completion:	100%
Funding Source:	Gas Tax Fund	Status:	Done
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:	11/2/2015		

Comments: Completed.

For Reporting Period October to December 2015

North Beach Traffic Calming & Pedestrian Improvements (CIP)

Project Management:	Jennifer Rosales	Project Number:	15806
Budget:	\$159,410.00	% of Goal Completion:	80%
Funding Source:	Air Quality Dev. Impr. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Construction is underway and hardscape is nearing completion. Landscaping and irrigation construction scheduled to be completed by February 2016.

Interstate 5/Pico Interchange Water Improvements (CIP)

Project Management:	Ken Knatz	Project Number:	15404
Budget:	\$149,410.00	% of Goal Completion:	15%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	50% Construction
Actual Completion Date:			

Comments: This project will provide for relocation of existing water meters and fire hydrants impacted by the I-5 / Pico Interchange project. Due to the construction phasing of the interchange, this project will be constructed in sequence with the interchange work phasing prior to roadway paving. Existing meter removals have been completed and new meter installations are being scheduled to the interchange irrigation system to the recycled water distribution network.

La Esperanza Pressure Reducing Station Rehabilitation (CIP)

Project Management:	Cesar Chamorro	Project Number:	15405
Budget:	\$324,670.00	% of Goal Completion:	50%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	10% Construction
Actual Completion Date:			

Comments: The Pressure Reducing Station (PRS) located on La Esperanza has deteriorated and is nearing the end of its useful life. The station is accessed through a manhole in the middle of the street and requires traffic control and confined space procedures for maintenance. This project will replace the existing PRS with a hatch opening type vault, located out of the vehicular travel way. The project was designed in-house and has been issued for public bidding.

For Reporting Period October to December 2015

Reata Pump Station Rehabilitation (CIP)

Project Management:	Ken Knatz	Project Number:	15406
Budget:	\$1,969,460.00	% of Goal Completion:	25%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: This project will rehabilitate the potable water pump station on Calle Reata that conveys water to Reservoir No. 7. Based on the recommendations from a recent study, the pump station will be expanded to provide greater pumping capacity. The increased capacity will improve system performance based on the loss of a critical water line. A consultant is retained to perform a Preliminary Design Report to be followed with the final design and preparation of a bid package for public advertising.

Reservoir Level Monitors (CIP)

Project Management:	Shawn Ryan	Project Number:	15407
Budget:	\$274,640.00	% of Goal Completion:	10%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Bid Project
Actual Completion Date:			

Comments: A key component in managing the City's water distribution system is knowing the water level in the reservoirs. The existing pressure transducer type monitors are difficult to maintain and are becoming obsolete. Ultrasonic reservoir monitors are the industry standard and have already been installed at the repeater sites with the SCADA project. This project will replace the remaining pressure transducer type monitors with ultrasonic monitors at all reservoir facilities.

Reservoir No. 8 Interior Coating (CIP)

Project Management:	Shawn Ryan	Project Number:	15408
Budget:	\$499,760.00	% of Goal Completion:	10%
Funding Source:	Water Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Reservoir No. 8 is a one million gallon water storage facility. It is only one of two existing steel reservoirs in the City. To maintain the integrity of the steel, periodic coating is required. This project will remove the existing coating and reapply a new coating to the interior of the reservoir.

For Reporting Period October to December 2015

Digester No. 1 Structural & Mechanical Rehabilitation (CIP)

Project Management:	Ken Knatz	Project Number:	15204
Budget:	\$1,092,760.00	% of Goal Completion:	10%
Funding Source:	Sewer Deprec. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	75% Construction
Actual Completion Date:			

Comments: This project has been accelerated due to the need coordinate shutdowns and bypassing with other scheduled WRP projects. The work involves replacement mechanical piping and valves, concrete repair and interior coating of the digester. Project started construction in September, construction completion is scheduled for August 2016.

Primary Clarifier Covers and Grating Replacements (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	25206
Budget:	\$268,410.00	% of Goal Completion:	50%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	3/31/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: The covers of the Water Reclamation Plant (WRP) primary clarifiers side channels serve to contain foul odors that are generated in the wastewater treatment process. Numerous sections of the covers need to be replaced to ensure a safe working environment for plant personnel. A consultant was retained to design the needed improvements and prepare a bid package for public advertising. Project was bid on July 22, 2015, and a construction contract was awarded on August 18th by the City Council. Construction started in October and is anticipating to be completed by February 2016.

WRP Building K Rehabilitation (CIP)

Project Management:	Amir Ilkhanipour	Project Number:	25207
Budget:	\$871,520.00	% of Goal Completion:	50%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award a Contract
Actual Completion Date:			

Comments: This project is to rehabilitate Building K at the Water Reclamation Plant for the data center installation. Certain improvements such as removing the skylights in the breezeway, relocating two roof drains, removing and relocating interior drain pipes and sealing up the lower level roof have been completed. Remaining improvements consist of modifying the existing fire sprinkler system to install aerosol fire suppression and installing drainage system around the buildings to prevent rainwater from entering the buildings from the surrounding decks. City Council awarded a construction contract for the drainage system on September 15, 2015; and construction commenced on November 16 with completion on December 9, 2015. A bid package for modifying the existing fire sprinkler system is being prepared for public advertising with construction anticipated in spring 2016.

For Reporting Period October to December 2015

WRP Structural Concrete Repair (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	25208
Budget:	\$1,075,960.00	% of Goal Completion:	50%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Contract
Actual Completion Date:			

Comments: The Water Reclamation Plant (WRP) is composed of numerous concrete process structures that aid in the wastewater treatment process. The structures are 25-years old and are in need of rehabilitation. This project will address concrete deterioration of storage bays, pipe galleries, flow distribution box and concrete site improvements to ensure the long term use and viability of the WRP. A consultant has been retained to prepare construction documents for public advertising.

Calle Los Molinos/Calle Redondel Storm Drain Rehabilitation (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	15005
Budget:	\$192,210.00	% of Goal Completion:	25%
Funding Source:	Storm Drain Deprec. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: The storm runoff portion of Calle Redondel is collected within a catch basin and is conveyed into Calle de Los Molinos through an 8-inch PVC pipe and a parkway culvert. A new storm drain will be constructed from this catch basin in Calle Redondel to the bottom of the slope, draining into Calle de Los Molinos via a new parkway culvert. Based on an RFP and selection process, a consultant was retained to design and prepare a bid package for public advertising. Survey and hydrology studies are completed, and right of entries from the neighboring parcels are being inquired for the project.

M01/Ave. Vaquero Culvert Structural Rehabilitation (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number:	15006
Budget:	\$100,000.00	% of Goal Completion:	0%
Funding Source:	Storm Drain Deprec. Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete RFP
Actual Completion Date:			

Comments: The Prima Deshecha Canada Channel (M01) reinforced concrete double box culvert at Avenida Vaquero was constructed in the mid 1960's and is in need of repairs or replacement. A consultant will be retained to assess the integrity of the culvert. Due to other high priority storm drain projects, the design of this project is postponed to FY 2017.

For Reporting Period October to December 2015

Rehabilitate Existing Sewer Lines FY 2016 (CIP)

Project Management:	Shawn Ryan	Project Number:	24200
Budget:	\$363,630.00	% of Goal Completion:	100%
Funding Source:	Sewer Depreciation Reserve	Status:	Done
Goal Completion Date:	12/31/2015	Fiscal Year Goal:	Bid Project
Actual Completion Date:	12/31/2015		

Comments: This is an on-going yearly project to rehabilitate deteriorated pipelines from City video assessments. Project funding is also used by the Utility Division for unscheduled maintenance of the sewer system. An On-Call Sewer and Storm Drain Rehabilitation contract for public bidding is being developed. Sewer lines and manholes throughout the City will be lined or replaced to increase service life and to prevent sewer leaks. The locations are determined by the City's Utilities staff underground video of pipelines or inspection of manholes. In addition, minor modifications to pump station valves, motors, pumps and pipelines will be completed to improve the overall sewer system.

Storm Drain Rehabilitation FY 2016 (CIP)

Project Management:	Shawn Ryan	Project Number:	26001
Budget:	\$201,060.00	% of Goal Completion:	100%
Funding Source:	Storm Dr. Util. Fund	Status:	Done
Goal Completion Date:	12/31/2015	Fiscal Year Goal:	Bid Project
Actual Completion Date:	12/31/2015		

Comments: This is an on-going yearly project to rehabilitate deteriorated pipelines from City video assessments. Project funding is also used by the Utility Division for unscheduled maintenance of the storm drain system. An On-Call and Storm Drain Rehabilitation contract for public bidding is being developed.

Turf Removal & Irrigation Retrofit for Water Conservation

Project Management:	Aeryn Donnelly-Terrey	Project Number:	15104
Budget:	\$91,850.00	% of Goal Completion:	100%
Funding Source:	General Fund	Status:	Done
Goal Completion Date:	12/30/2015	Fiscal Year Goal:	Complete Construction
Actual Completion Date:	11/18/2015		

Comments: Parks, Medians and City Facilities portion of this project is complete. Rebate has been received by the Finance Department.

Animal Shelter Turf Removal Project has been installed and contractor invoice is being processed by Finance. Post Inspection will be coordinated once payment has been issued. Project is complete.

For Reporting Period October to December 2015

Beach Pedestrian Trail Extension

Project Management:	Cliff Jones/Jim Pechous	Project Number:	15701
Budget:	\$101,040.00	% of Goal Completion:	
Funding Source:	General Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: The City Council approved a Professional Services Agreement with BGB on January 20th for the design work and permit processing for the Beach Trail Extension. The survey work of the site was completed on March 12th. The project preliminary design and environmental documentation is complete. The project is on hold while staff consults with OCTA and State Parks regarding maintenance costs, trail design, and liability concerns.

Marblehead Inland Park Walkway Light Replacements

Project Management:	Aeryn Donnelly-Terrey	Project Number:	16140
Budget:	\$85,000.00	% of Goal Completion:	10%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Bid Project
Actual Completion Date:			

Comments: The walkway lights at Marblehead Inland Park are approximately 24 years old and are beginning to fail due to the salt air conditions and the resulting rust. There are 30 walkway lights that need to be replaced with new steel poles and new LED light fixtures. These would be replaced with steel poles dipped in a coating to prevent corrosion and painted with corrosion resistant primer and paint. Some foundation work may also need to be performed. Waiting on LED approval.

Pier Structural Construction

Project Management:	Amir Ilkhanipour	Project Number:	16811
Budget:	\$200,000.00	% of Goal Completion:	40%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	50% Design
Actual Completion Date:			

Comments: Due to the harsh marine environment and storms throughout the years, the pier requires continuous assessment, maintenance and replacements. The last major repair and rehabilitation work was completed in 2011. Through a RFP process, a consultant (i.e. TranSystems) was hired to assess and identify the needed improvements, design, prepare bid package and secure the required permits. Construction is anticipated for FY 2017.

For Reporting Period October to December 2015

San Gorgonio Park Walkway Light Replacements

Project Management:	Randy Little	Project Number:	16141
Budget:	\$50,000.00	% of Goal Completion:	0%
Funding Source:	General Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Bid Project
Actual Completion Date:			

Comments: A recent rehabilitation of the ballfields at San Gorgonio Park originally included replacement of a number of walkway lights, but budget restraints removed this from the project. There are six old steel walkway light poles left to be upgraded in the park. Without replacement of these lights, it is possible that other lights would need to be removed, compromising the illumination of the park.

West Avenida Palizada Sidewalk (100 Block)

Project Management:	Ben Parker	Project Number:	16345
Budget:	\$50,000.00	% of Goal Completion:	0%
Funding Source:	General Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: The draftsman/surveyor working on this project has retired which will delay the design of the project.

Sidewalk Repair and Improvements - FY 2016

Project Management:	Ben Parker	Project Number:	16355
Budget:	\$150,000.00	% of Goal Completion:	10%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Contract
Actual Completion Date:			

Comments:

Major Street Maintenance Program FY 2016

Project Management:	Ben Parker	Project Number:	26301
Budget:	\$550,000.00	% of Goal Completion:	50%
Funding Source:	Gen./Wtr. Depr./Swr. Depr.	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Submitted project scope, method and strategy to assistant City Engineer for approval.

For Reporting Period October to December 2015

Avenida Pico - Courtyards to Pedriza

Project Management:	Ben Parker	Project Number:	16346
Budget:	\$371,000.00	% of Goal Completion:	%50
Funding Source:	Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Contract
Actual Completion Date:			

Comments: Striping option exhibits have been prepared and waiting on approval. The location of the travel lanes needs to be determined before the rehabilitation limits, quantities or specifications can be addressed. The draftsman working on this project has retired which will delay the design.

Camino Del Rio- Los Mares to End

Project Management:	Ben Parker	Project Number:	16347
Budget:	\$1,040,000.00	% of Goal Completion:	50%
Funding Source:	Gas Tax Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Project under design by consultant.

Public Improvements/CDBG 2016 (Puente Sidewalks)

Project Management:	Ben Parker	Project Number:	16349
Budget:	\$150,000.00	% of Goal Completion:	100%
Funding Source:	CDBG Grant	Status:	Done
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:	12/31/2015		

Comments: Done

Camino Del Rio Intersection Improvements

Project Management:	Jennifer Rosales	Project Number:	16350
Budget:	\$1,000,000.00	% of Goal Completion:	20%
Funding Source:	RCFPP Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Two public input workshops held to identify and solicit input on design options. Conceptual designs prepared for intersection improvements. Conceptual design to be presented to Planning Commission in January 2016 and targeted for City Council presentation on February 16, 2016.

For Reporting Period October to December 2015

Avenida De La Estrella - Los Molinos to East El Portal

Project Management:	Ben Parker	Project Number:	16351
Budget:	\$540,000.00	% of Goal Completion:	40%
Funding Source:	Street Improvement Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Under construction.

Avenida Navarro - Pico to Los Molinos

Project Management:	Ben Parker	Project Number:	16352
Budget:	\$310,000.00	% of Goal Completion:	
Funding Source:	Street Improvement Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: Waiting on Caltrans to complete Pico Improvements.

Calle Los Molinos - Pico to Navarro

Project Management:	Ben Parker	Project Number:	16353
Budget:	\$505,000.00	% of Goal Completion:	
Funding Source:	Street Improvement Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: Waiting on Caltrans to complete Pico improvements.

Marblehead Coastal Sidewalk

Project Management:	Tom Frank	Project Number:	16344
Budget:	\$260,000.00	% of Goal Completion:	75%
Funding Source:	Gen. /Air Qual. Mgmt. Funds	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Contract
Actual Completion Date:			

Comments: This project is grouped with the North El Camino Real Bicycle Improvement project which is currently waiting on Caltrans approval of the Preliminary Environmental Study, and approval for construction associated with the Grant fund. This project has been re-scoped.

For Reporting Period October to December 2015

Baker Treatment Plant

Project Management:	Dave Rebensdorf	Project Number:	16409
Budget:	\$3,000,000.00	% of Goal Completion:	5%
Funding Source:	Water Acr./Water Depr.	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Evaluate Project & Negotiate Capacity
Actual Completion Date:			

Comments: The Baker Treatment Plant is a regional facility currently under construction by the following water districts: El Toro, Irvine Ranch, Moulton Niguel, Santa Margarita and Trabuco Canyon. Completion is anticipated in early 2016. The project is in the City of Lake Forest and can treat 43.5 cfs of raw water from Metropolitan Water District (MET) prior to distribution into a regional domestic water line. The project provides an alternative source of water in the event the Deimer Plant is out of service and has the ability to treat water from Irvine Lake. The cost of the water is nearly the same as treated imported water from MET. Staff is working with the agencies to attempt to purchase capacity from 1.5 to 2.0 cfs.

Beach Trail Bridges Maintenance

Project Management:	Tom Bonigut	Project Number:	26801
Budget:	\$150,000.00	% of Goal Completion:	5%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	4/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Reviewing draft specifications package. May need to solicit proposals for consultant support for construction project management and inspection due to staff workload. Bidding is anticipated in January 2016.

Downtown Circular/ Trolley Study

Project Management:	Jennifer Rosales	Project Number:	36814
Budget:	\$40,000.00	% of Goal Completion:	30%
Funding Source:	Air Quality Mgmt. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Study
Actual Completion Date:			

Comments: This project is a study to evaluate alternatives and the feasibility of establishing a local transit circulator/trolley. Public survey to solicit public input and stakeholder interviews complete. Potential route options, ridership forecasts, and project costs to be evaluated.

For Reporting Period October to December 2015

City Wide Tree Inventory

Project Management:	Randy Little	Project Number:	36813
Budget:	\$80,000.00	% of Goal Completion:	25%
Funding Source:	General Fund	Status:	On-Time
Goal Completion Date:	3/1/2016	Fiscal Year Goal:	Award Contract
Actual Completion Date:			

Comments: Taking to council for award in February 2016.

Concordia Elementary Safe Routes to School

Project Management:	Jennifer Rosales	Project Number:	16348
Budget:	\$126,000.00	% of Goal Completion:	10%
Funding Source:	ATP Grant	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	75% Design
Actual Completion Date:			

Comments: Developed RFP and selected consultant from As-Needed Transportation Design Consultants for design.

Aquatic Center (LPVH) Swamp Cooler Replacement

Project Management:	Randy Little	Project Number:	16526
Budget:	\$135,000.00	% of Goal Completion:	10%
Funding Source:	Fac. Maint. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Swamp cooler repairs and adjustments have been very numerous. High humidity causes condensation and accelerates the corrosion factor, particularly in the presence of dust which is evident in the Aquatic Center. New HVAC equipment will provide a more consistent air quality with respect to temperature and humidity. The project will provide two split units (men's and women's restrooms) to reduce equipment weight on the roof structure. Dehumidification (air drying) will be provided by the evaporator which operates at temperatures below the dew point and discharges to the roof drains. Preparing RFP.

For Reporting Period October to December 2015

City Hall 100 Presidio HVAC Replacement

Project Management:	Randy Little	Project Number:	16527
Budget:	\$26,000.00	% of Goal Completion:	100%
Funding Source:	Fac. Maint. Rsrv. Fund	Status:	Done
Goal Completion Date:	12/31/2015	Fiscal Year Goal:	75% Construction
Actual Completion Date:	12/31/2015		

Comments: Two HVAC units (1-PD investigations, 1-ACM, CM and supporting staff offices) are at the end of their useful life expectancy and their conditions are indicating replacement is inevitable at some point in the near future. HVAC repairs have been numerous up to this point and some replacement parts are no longer available. Newer energy efficient units will save on electricity costs in the long run.

Community Development 910 Negocio HVAC Replacement

Project Management:	Randy Little	Project Number:	16528
Budget:	\$200,000.00	% of Goal Completion:	15%
Funding Source:	Fac. Maint. Rsrv. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Bid Project
Actual Completion Date:			

Comments: 56 HVAC units are at or very near the end of their useful life expectancy and their conditions are indicating replacement is inevitable at some point in the near future. Repairs have been numerous up to this point and some replacement parts are no longer available. Newer more energy efficient units will save on electricity costs in the long run. Eight of the 64 total HVAC units have been replaced over the last two fiscal years. Preparing RFP.

Corporate Yard Building/Structures Painting

Project Management:	Randy Little	Project Number:	16529
Budget:	\$170,000.00	% of Goal Completion:	15%
Funding Source:	Reserve Fund	Status:	On-Time
Goal Completion Date:	4/30/2016	Fiscal Year Goal:	Bid Project
Actual Completion Date:			

Comments: The surfaces of Buildings A, E, and 3 Butler Buildings are subjected to our marine environment. The buildings were last painted in 1989 and are in need of new surface painting. The surfaces of the Fuel Dispensing Island and supporting structure have also begun to deteriorate. Last painting was over 4 years ago and rust has now begun to show thru the Petroleum Grade Mastic paint. Preparing RFP.

For Reporting Period October to December 2015

Fuel Management Upgrade

Project Management:	Mark Murphy	Project Number:	16813
Budget:	\$50,000.00	% of Goal Completion:	50%
Funding Source:	Fleet Maint. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: The existing fuel management system and fuel dispensers of the aboveground fuel island located in the Corporation Yard are unreliable and need to be upgraded to current industry standards. The fuel tracking software needs to be replaced and software to track the propane needs to be added. Project is underway.

Station No. 59 Diesel Fuel Tank

Project Management:	Ken Knatz	Project Number:	16812
Budget:	\$150,000.00	% of Goal Completion:	0%
Funding Source:	Pub. Fac. Constr. Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	25% Design
Actual Completion Date:			

Comments: This project will install an above-ground diesel fuel tank at First Station No. 59 to support all Fire Vehicles servicing San Clemente. The fuel tanks will also provide fuel for OCFA vehicles in the event of an emergency. An RFP for design services will be issued in early 2016.

Avenida Del Presidente Water Line Replacement

Project Management:	Shawn Ryan	Project Number:	16405
Budget:	\$100,000.00	% of Goal Completion:	0%
Funding Source:	Water Depreciation Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: The waterline along Avenida Presidente has met its useful life. The line currently is located at the edge of the public right-of-way. Portions of a privately owned wall were constructed over the waterline making routine and emergency maintenance more difficult. The waterline will be replaced and relocated into the center of the street per City standards.

For Reporting Period October to December 2015

Tesoro Pressure Reducing Station Rehabilitation

Project Management:	Shawn Ryan	Project Number:	16407
Budget:	\$325,000.00	% of Goal Completion:	10%
Funding Source:	Water Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: The pressure reducing system on Tesoro has deteriorated and is near the end of its useful life. Critical components of the system have become obsolete and need to be replaced.

Cascadita Canyon Waterline Abandonment

Project Management:	Shawn Ryan	Project Number:	26406
Budget:	\$75,000.00	% of Goal Completion:	25%
Funding Source:	Water Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Bid Project
Actual Completion Date:			

Comments: The waterline within Cacadita Canyon has been out of service for the past few years. A study was conducted to evaluate replacement of the line and alternatives. Due to steep terrain and environmental constraints, the study concluded that capacity improvements to two pump stations would compensate for the loss of the pipeline. The pipeline will be filled with a low density slurry to mitigate water intrusion into the pipeline segment.

Riviera Waterline Removal

Project Management:	Shawn Ryan	Project Number:	26409
Budget:	\$50,000.00	% of Goal Completion:	25%
Funding Source:	Water Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: A waterline that bridges a drainage channel exists in the Riviera canyon. The pipeline is above grade running along private property within an easement and has been out of service for many years. This project will remove the waterline within the canyon and slope.

For Reporting Period October to December 2015

Calafia State Beach Sewer Realignment

Project Management:	Shawn Ryan	Project Number:	16202
Budget:	\$150,000.00	% of Goal Completion:	50%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Performance Monitoring
Actual Completion Date:			

Comments: Manhole inserts have been built to fit the two manholes that are of concern. We are currently running 30 day testing with H2S meters for each manhole and will report the findings as soon as we have them. The findings will dictate the next steps for correcting the odor concerns. Shortly after installing the H2S meters we had a rain event which increased the flow through the manhole causing one of the meters to break off from chain it was attached to. Due to the early success of the Manhole inserts, we will be looking at installing two more down stream near the beach.

Alessandro Sewer Bridge Assessment

Project Management:	Mike Fakhar	Project Number:	36201
Budget:	\$50,000.00	% of Goal Completion:	5%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/17/2016	Fiscal Year Goal:	50% Study
Actual Completion Date:			

Comments: Sewer flow is conveyed in an 8-inch pipe supported by a bridge that crosses a channel. Bridge support column needs to be evaluated for structural integrity. Existing bridge improvement plans and subsequent modification plans have been reviewed. An RFP will be prepared for hiring a consultant to perform the analysis.

La Pata Lift Station Electrical Conduit Replacement

Project Management:	Mike Fakhar	Project Number:	26209
Budget:	\$30,000.00	% of Goal Completion:	7%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	5/31/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: The La Pata sewage lift station has experienced minor settlement. The conduits and wiring for the submersible pumps and motor controls are under stress due to the foundation settlement. This project will replace all conduit and wiring to ensure the pump station continues to operate if the settlement continues.

For Reporting Period October to December 2015

WRP Sewer Line Upsize for MO2 Treatment

Project Management:	Mike Fakhar	Project Number:	16208
Budget:	\$100,000.00	% of Goal Completion:	40%
Funding Source:	Clean Ocean Fund	Status:	On-Time
Goal Completion Date:	2/4/2016	Fiscal Year Goal:	Bid Project
Actual Completion Date:			

Comments: The gravity sewer line that receives the MO2 treatment filter backwash water does not have sufficient capacity during concurrent filter backwash cycles. The existing 6-inch gravity main will be upsized to 8-inch to allow the urban water treatment facility to operate at maximum capacity. An alternative to upsizing the sewer line is being considered, instead, where the M02 treatment filter backwash pipeline will be rerouted to discharge directly to the manhole at terminus of the existing 6-inch sewer pipe. Modification of the backwash pipeline (4' deep) as compare to upsizing the 6-inch sewer pipe (9' deep) is potentially less disruptive and more economical.

Well Filter Plant Rehabilitation

Project Management:	Ken Knatz	Project Number:	16408
Budget:	\$250,000.00	% of Goal Completion:	0%
Funding Source:	Water Depreciation Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: The Well Filter Plant removes iron and manganese from groundwater produced by the City's wells. Due to the facilities age, structural and mechanical components need replacing. Considerations to advanced treatment technologies will also be evaluated to ensure the well water can continue to meet CA Dept of Public Health requirements.

Pico Booster Pressure Station Pump Replacement

Project Management:	Ken Knatz	Project Number:	26408
Budget:	\$200,000.00	% of Goal Completion:	0%
Funding Source:	Water Depreciation Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: Pumps at the Pico PS will be downsized to accommodate the new potable water storage capacity of Reservoir 11a. This project has been re-scoped. Other priorities in the Capital Program have delayed this project.

For Reporting Period October to December 2015

Primary Clarifier 4 & 5 Rehabilitation

Project Management:	Mike Fakhar	Project Number:	16204
Budget:	\$150,000.00	% of Goal Completion:	50%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Design
Actual Completion Date:			

Comments: This project will replace aging bearings, flights, shafts, and gear assembly to ensure reliability of the clarifier process. Re-lining of the concrete walls is also needed to extend the life of the tank concrete structure. Bid documents were completed and the project is out to bid.

WRP Odor Scrubber Analysis

Project Management:	Ken Knatz	Project Number:	36202
Budget:	\$60,000.00	% of Goal Completion:	0%
Funding Source:	Sewer Depreciation Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Design
Actual Completion Date:			

Comments: The scrubbers at the treatment plant help eliminate odors that are a byproduct of the wastewater treatment process. The project will examine available technologies to improve odor control while considering chemical costs and South Coast Air Quality Management District permit compliance requirements. An RFP will be developed to evaluate.

Blanco Pump Station Rehabilitation

Project Management:	Ken Knatz	Project Number:	16406
Budget:	\$250,000.00	% of Goal Completion:	0%
Funding Source:	Water Depreciation Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Award Design
Actual Completion Date:			

Comments: This project will rehabilitate the potable water pump station on Via Blanco that conveys water to Reservoir No. 9. The pump station is at the end of its useful life and is in need of rehabilitation. Based on the recommendations from a recent study, the pump station will be expanded to provide greater pumping capacity. The increased capacity will improve system performance based on the loss of a critical easement line. Design is anticipated for FY 2016 with construction in FY 2017.

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Portable Generator Replacements

Project Management:	Ken Knatz	Project Number:	16203
Budget:	\$400,000.00	% of Goal Completion:	5%
Funding Source:	Sewer Depr./Water Depr.	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Purchase
Actual Completion Date:			

Comments: This project will replace four non-compliant diesel engines per the South Coast Air Quality Management District regulations. These emergency portable generators are needed to provide power to various sewer lift stations and potable water pump stations when commercial power is unavailable. An RFP is being developed and will be distributed in early 2016.

WRP Electrical System Replacements

Project Management:	Ken Knatz	Project Number:	16205
Budget:	\$1,000,000.00	% of Goal Completion:	5%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	10% Design
Actual Completion Date:			

Comments: The WRP main power distribution facilities are 25 years old and in need of replacement to maintain vital City operations at the Water Reclamation Plant. The project will replace the main motor controls panel, switch gear, electrical wiring, emergency generator and other incidental electrical improvements. An RFP is being developed and will be distributed for design services in early 2016.

Tertiary Filter Backwash Improvements

Project Management:	Ken Knatz	Project Number:	16207
Budget:	\$100,000.00	% of Goal Completion:	0%
Funding Source:	Sewer Conn. Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	50% Design
Actual Completion Date:			

Comments: The existing backwash waste wet well capacity is undersized to adequately accept multiple filter backwash waste flow cycles when the backwash waste wet well reaches its present volume capacity. After 3 consecutive filter backwashes it triggers a high level alarm and shuts down the filtration system. Operations staff have to manually clear and reset all alarms to start the filter system, which limits the daily production of reclamation water needed during peak demands once the majority of customers are converted to recycled water.

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Building J HVAC Replacements

Project Management:	Randy Little	Project Number:	26208
Budget:	\$50,000.00	% of Goal Completion:	0%
Funding Source:	Sewer Depreciation Fund	Status:	Not Started
Goal Completion Date:		Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: This project will provide HVAC to the southeast corner of building J which is currently used by maintenance staff offices for their administration functions. This room was originally designed as shop space and no HVAC was provided.

WRP Sluice Gate Replacement

Project Management:	Ken Burtech	Project Number:	26212
Budget:	\$75,000.00	% of Goal Completion:	5%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	50% Construction
Actual Completion Date:			

Comments: There are 5 sluice gates throughout the Water Reclamation Plant have reached the end of their useful life due to corrosion and are in need of replacement. Utilities maintenance staff is soliciting pricing from a manufacturer and working with contractor on installation details.

WRP Gravity Belt Thickener Piping Replacement

Project Management:	Ken Knatz	Project Number:	26211
Budget:	\$50,000.00	% of Goal Completion:	5%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	3/31/2016	Fiscal Year Goal:	Complete Study
Actual Completion Date:			

Comments: The sludge and polymer piping that is part of the sludge thickening process experiences high pressures. Existing PVC piping is not suited to withstand pressure surges and will be replaced with ferrous pipe. During the kickoff discussion of this project, mechanical staff noted replacement components of the GBT are no longer being manufactured which is causing the need for additional retrofitting to replace minor parts. An evaluation of whether to replace the GBTs will be undertaken prior to moving forward with the pipe replacements.

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Mobile Trash Pump Replacement

Project Management:	Ken Burtech	Project Number:	26210
Budget:	\$60,000.00	% of Goal Completion:	10%
Funding Source:	Sewer Depreciation Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Pricing proposals from qualified vendors is under review.

WRP Laboratory Rehabilitation

Project Management:	Ken Knatz	Project Number:	16206
Budget:	\$100,000.00	% of Goal Completion:	
Funding Source:	Sewer Depreciation Fund	Status:	Hold
Goal Completion Date:		Fiscal Year Goal:	TBD
Actual Completion Date:			

Comments: The WRP laboratory is over 25 years old. Currently lab services are contracted to a local vendor. An evaluation of cost/benefit of maintaining a City certified lab will be conducted prior to pursuing the laboratory rehabilitation.

Corporate Yard Structural Painting

Project Management:	Randy Little	Project Number:	26407
Budget:	\$270,000.00	% of Goal Completion:	
Funding Source:	Wtr./Swr. Deprec. Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	TBD
Actual Completion Date:	6/30/2016		

Comments: Painting of the Corporation Yard Buildings/Structures (H, I, J, K, M, N, O, P, VSP) - Enterprise Fund. The surfaces of the buildings/structures are subjected to our marine environment and our in need new surface painting. Last painting was in 1989.

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Marine Safety Building SR&U

Project Management:	Ken Knatz	Project Number:	16530
Budget:	\$100,000.00	% of Goal Completion:	0%
Funding Source:	Fac. Maint. Rsv. Fund	Status:	Not Started
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	Complete RFP
Actual Completion Date:			

Comments: This project is planned to rehabilitate aging interior spaces and replace deteriorated exterior surfaces including walking decks, shutters, clock tower and structural supports underneath the building. An RFP for design services will be drafted in spring 2016.

M00S05 Montalvo Canyon Outlet

Project Management:	Amir Ilkhanipour	Project Number:	16004
Budget:	\$400,000.00	% of Goal Completion:	30%
Funding Source:	Local Drain. Fac. Fund	Status:	On-Time
Goal Completion Date:	6/30/2016	Fiscal Year Goal:	20% Design
Actual Completion Date:			

Comments: This project consists of hydrologic and hydraulic studies, final design, environmental processing and permitting for the needed improvements to the reach of Montalvo Canyon natural waterway, in the proximity of the ocean outlet. Army Corps of Engineers, Fish & Game and Coastal Commission permits need to be secured prior to construction. A consultant will be hired to perform the above work and prepare construction documents for public advertising.

Linda Lane Lift Station Protection

Project Management:	Dave Rebensdorf	Project Number:	16209
Budget:	\$150,000.00	% of Goal Completion:	75%
Funding Source:	Sewer Depreciation Fund	Status:	Behind
Goal Completion Date:	12/31/2015	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: This project constructed a pile wall to prevent private property subsidence from impacting sanitary sewer lift station operations. The installed wall height will be extended by 3 feet in the Fall. Design is being completed, construction completion anticipated by mid-January.

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LED Street Light Conversion

Project Management:	Tom Bonigut	Project Number:	16505
Budget:	\$250,000.00	% of Goal Completion:	0%
Funding Source:	Facilities Maintenance	Status:	Not Started
Goal Completion Date:	3/30/2016	Fiscal Year Goal:	Complete Construction
Actual Completion Date:			

Comments: Council re-affirmed direction to implement LED street lights on selected arterial streets. Engineering is finalizing competitive bid package based on attorney feedback re: purchasing provisions, and will issue bid by mid-January 2016.
