



City of San Clemente

4th
Quarter Report
Ending June 30, 2018

FY 2017-18

James Makshanoff,
City Manager

Erik Sund,
Assistant City Manager



City of San Clemente City Manager

James Makshanoff, City Manager
Phone: 361-8322 Fax: 361-8283
MakshanoffJ@san-clemente.org

December 18, 2018

Honorable Mayor and Councilmembers:

Submitted for your review is the City of San Clemente's quarterly report for the period ending June 30, 2018. 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 fourth quarter of Fiscal Year 2017-18.

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,

A handwritten signature in black ink, appearing to read "j m", written over a white background.

James Makshanoff
City Manager



April – June 2018

CURRENT FINANCIAL CONDITION

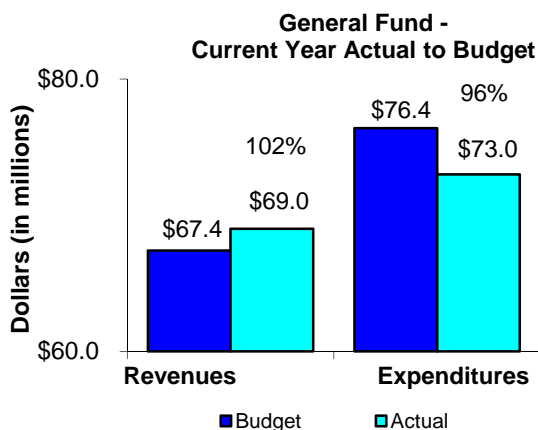
In FY 2017-18, the City maintained a positive operating position in the General Fund. The City's growth in its major revenue sources exceeded expectations. Expenditures were lower than expected for a variety of reasons. Further information is included in this report.

GENERAL FUND

General Fund revenues through the fourth quarter total \$69.0 million, or 102% of the \$67.4 million annual budget. General Fund revenue is \$2.1 million higher than last year's fourth quarter total revenue.


General Fund expenditures total \$73.0 million for the fourth quarter, or 96% of the \$76.4 million annual budget, as compared to \$69.4 million at this time last year. In total, expenditures ended the quarter \$3.6 million higher than the same period for the prior year.


Additional information on General Fund revenues and expenditures are discussed further in this report.





GENERAL FUND REVENUES


Revenues by Category	Budget	YTD Actual	%
Property Taxes	31,881,000	32,830,460	103%
Sales Tax	9,904,000	9,735,366	98%
Transient Occ. Tax	2,570,000	2,805,716	109%
Other Taxes	3,448,000	3,574,864	104%
Permits & Fees	1,788,540	2,050,639	115%
Intergovernmental	3,390,580	3,052,446	90%
Service Charges	5,203,790	6,170,062	119%
Fines	507,000	537,137	106%
Interest, Rents, Other	3,088,710	3,166,177	103%
Interfund Transfers	5,624,070	5,088,445	90%
	67,405,690	69,011,312	102%


➤ **Property Taxes:**  Property taxes total \$32.8 million, primarily from secured taxes, and are up \$1.7 million as compared to the prior year. The increase is attributed to continued growth in assessed valuations as well as some new development.


➤ **Sales Tax:**  Sales tax receipts amount to \$9.7 million, compared to \$9.9 million in the prior year, somewhat due to one-time payments received in the prior year. In addition, implementation issues with the State's new tax reporting software resulted in missing or partial payments, which will be corrected in the next year.


➤ **Transient Occupancy Taxes (TOT):**  Transient occupancy taxes total \$2.8 million, about \$7,000 higher than last fiscal year, with revenue growth from hotels offset by the decrease in vacation rentals due to new regulations on Short Term Lodging Units (STLU's).


➤ **Other Taxes:**  Other taxes, consisting mostly of franchise fees and business licenses, total \$3.6 million, \$128,000 higher than the prior year from growth of \$55,000 in Franchise fees and \$73,000 in business licenses.

➤ **Permits & Fees:**  Permits and fees are at \$2.0 million, a \$372,000 increase compared to last year, primarily due to increases in building and other construction permits as compared to the prior year.

➤ **Intergovernmental:**  Intergovernmental, mainly from grant revenues, is at \$3.1 million which is mainly from one-time grants for the Local Coastal Plan, Safe Routes to School grants, and other transportation related grants.

➤ **Service Charges:**  Service charges, from general government, public safety, parking charges and recreation, amount to \$6.2 million, about \$305,000 higher than the prior year primarily due to higher revenues from plan check and construction inspection fees.

➤ **Fines:**  Revenues from fines total \$537,000, \$4,000 higher than the prior year, with continued decreases in parking violations and vehicle code fines offset by significant increases in administrative citations.

➤ **Interest, Rents & Other:**  Interest, rents and other reimbursements total \$3.2 million, a \$790,000 increase over the prior year due to higher investment returns, concession revenues and site rentals, including \$429,000 from Negocio leases moved to the General Fund this year.



GENERAL FUND EXPENDITURES



Expenditure by Type	Budget	YTD Actual	%
Salaries	12,210,088	11,705,421	96%
Benefits	5,374,220	4,865,604	91%
Supplies	1,317,289	1,094,964	83%
Contractual Services	37,058,486	35,932,859	97%
Other Charges	1,152,080	1,240,059	108%
Capital Outlay	9,234,307	8,531,091	92%
Interdepartmental	4,813,310	4,885,647	102%
Transfers & Debt	5,208,130	4,710,492	90%
Total	76,367,910	72,966,137	96%

Expenditure by Dept	Budget	YTD Actual	%
General Government	5,349,133	5,076,020	95%
City General	11,605,327	10,964,726	94%
Police	14,939,270	14,718,729	99%
Fire	9,488,450	9,476,875	100%
Comm. Development	6,022,730	5,473,559	91%
Public Works	22,332,900	20,625,729	92%
Beaches, Parks & Rec	6,630,100	6,630,499	100%
Total	76,367,910	72,966,137	96%

Expenditures at the end of the FY 2017-18 fourth quarter are \$73.0 million compared to prior year's \$69.4 million. This is an increase of \$3.6 million from FY 2016-17.

All departments had increases from the prior year, but the largest dollar increases were in City General, Police and Fire. City General increased \$1.7 million primarily due to increases in the PERS unfunded public safety pension payment (\$449,000), capital costs (\$270,000), and legal costs (\$942,000). The Police and Fire department costs together increased by \$1.3 million due to OCSD and OCFA contract cost increases and higher ambulance costs due to contract escalator based on minimum wage increases.

Other departments had minimal increases. Overall, costs, in total, are currently within anticipated results.

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	20,048,714	21,376,778	107%
Sewer Fund	9,488,942	9,206,023	97%
Golf Fund	2,682,112	2,870,814	107%
Storm Drain Fund	1,536,115	1,543,636	100%
Clean Ocean Fund	2,654,669	2,658,303	100%

Metered Water revenue is up \$2.2 million, compared to the previous year, based on higher water consumption in potable and non-potable water. Sewer service charges increased \$400,000 in FY 2017-18 based on increased consumption.

Golf Course revenue is up \$126,000 from higher green fees and when compared to the prior year. In addition,

one-time land sale proceeds of \$547,000 improved the overall working capital of the Golf Fund.

Storm Drain and Clean Ocean fees are fixed and do not change significantly from year to year and met budget expectations and are comparable to the prior year.

Expenses

Expenses	Budget	YTD Actual	%
Water Fund	22,169,937	21,909,576	99%
Sewer Fund	10,458,739	10,521,459	101%
Golf Fund	2,193,280	2,250,157	103%
Storm Drain Fund	1,754,750	1,615,701	92%
Clean Ocean Fund	4,775,064	4,200,040	88%

Water expenses increased \$1.7 million when compared to the prior year. Purchased water increased \$0.7 million, which was the largest increase. Other increases were in salary and benefits chemicals, interdepartmental and electricity costs. For the Sewer Fund, costs increased by \$0.9 million from the prior year. Salary and benefits, interdepartmental, depreciation, and electricity costs caused total operating expenses to increase year over year.

Golf expenses increased only \$59,000 compared to the previous year. Increases include salary & benefits, bank merchant fees, and electricity expenses. Clean Ocean expenses increased \$507,000 based on salary and benefit costs, project transfers, and higher NPDES permit costs when compared to the prior year.

Working Capital

Working Capital	Budget	YTD Actual
Water Fund	1,266,521	2,854,945
Sewer Fund	877,057	531,418
Golf Fund	-161,925	-30,100
Storm Drain Fund	419,775	566,345
Clean Ocean Fund	1,315,300	1,893,957

Working capital levels are adequate in the Water, Clean Ocean and Storm Drain Funds. The Water Fund ended significantly higher than budgeted based on strong water sales. The Golf Fund has a negative working capital balance which improved due to land sale proceeds received and should improve in future years. The Sewer Fund balance will be addressed after completion of a Cost-of-Service Study.

WHAT'S NEXT

- 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	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
City Clerk				
Budget:	\$707,693	\$746,870	\$153,321	\$585,925
Workload Outputs:				
Number of Regular City Council minutes prepared within 21 days of meeting	21	22	6	21
Number of City Council Agendas/Packets posted 7 days prior to meeting	21	22	6	21
Number of formal public records requests	424	360	192	583
Number of contracts released within 7 working days of receipt of completed contract and securities	162	125	21	82
Number of Council-adopted resolutions processed within 7 working days of adoption	48	70	19	43
Number of Council-adopted ordinances processed within 7 working days of adoption	125	25	5	19
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	100.0%	100.0%	100.0%	100.0%
Percent of Council adopted resolutions processed within 7 working days of adoption.	100.0%	100.0%	100.0%	100.0%
Percent of Council adopted ordinances processed within 7 working days of adoption.	100.0%	100.0%	100.0%	100.0%

Performance Measures

Finance & Administrative Services

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Finance & Administrative Services Administration</u>				
Budget:	\$528,742	\$599,200	\$147,782	\$570,153
Efficiency:				
Percentage of quarterly reports completed within the end of the month after the financial close of the quarter.	100.0%	100.0%	100.0%	100.0%
Rate of return on investments	1.13%	1.25%	2.28%	1.90%
Effectiveness:				
Percent of actual General Fund revenues to projections*	101.8%	98.0%	97.8%	97.8%
Percentage of City operating funds in balance*	96.2%	98.0%	96.2%	96.2%
Percentage of adopted fiscal policies in compliance*	89.4%	95.0%	83.6%	83.6%
* Annual measurement.				
<u>Finance Division</u>				
Budget:	\$2,132,237	\$2,416,330	\$611,133	\$1,730,841
Workload Outputs:				
Number of accounting transactions processed	30,310	29,500	7,520	29,644
Number of TOT audits performed per year	0	10	0	0
Number of utility bills generated per year	223,533	223,000	53,853	224,568
Number of business licenses issued	5,541	5,700	1,226	5,504
Efficiency:				
Average cost to process accounting transactions	\$29.06	\$28.00	\$29.91	\$30.54
Average cost to generate a utility bill	\$3.56	\$3.60	\$3.90	\$4.06
Average cost to generate a business license	\$34.84	\$34.00	\$52.98	\$43.26
Effectiveness:				
Percentage of total annual TOT revenue audited	0.0%	30.0%	0.0%	0.0%
Percentage accuracy of financial transactions within established accuracy rates	100.0%	100.0%	100.0%	100.00%
Percentage of receivables written off	0.50%	0.30%	0.12%	0.15%
Percentage of receivables over 60 days old	27.1%	28.0%	25.5%	22.5%

Performance Measures

Finance & Administrative Services

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Human Resources</u>				
Budget:	\$537,623	\$731,100	\$158,980	\$717,603
Workload Outputs:				
Number of recruitments	44	35	13	41
Number of employees hired	23	90	23	43
Number of open Workers' Compensation claims	30	30	23	23
Number of employees completing a HR customer satisfaction survey*	0	100	0	0
Efficiency:				
Percentage of recruitments opened within 2 workdays of being approved	100.0%	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	100.0%	90.0%	100.0%	100.0%
Effectiveness:				
Percentage of employees on Workers' Compensation whose initial paperwork is processed within 1 work day	84.2%	90.0%	100.0%	93.0%
Percent of employees rating the overall satisfaction with HR as either "Satisfied" or "Very Satisfied"*	0.0%	85.0%	0.0%	0.0%
*annual measurement				
<u>Information Technology</u>				
Budget:	\$2,215,063	\$2,527,830	\$379,334	\$2,185,687
Workload Outputs:				
Number of workstation computers administered	278	290	290	286
Number of IT Help Desk service requests closed	2,149	2,150	561	1,959
Number of server computers administered (virtual, physical, and other)	66	64	64	64
Efficiency:				
Percentage of requests for computer services initial response provided within 1 business hour	72.8%	85.0%	97.9%	94.0%
Percent of requests for computer services resolved within SLA Estimated Resolution	92.8%	95.0%	98.8%	97.7%

Performance Measures

Finance & Administrative Services

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Contract Fleet Maintenance</u>				
Budget:	\$1,405,760	\$992,450	\$308,743	\$942,881
Workload Outputs:				
Total number of vehicles maintained	154	154	153	153
Number of work orders completed	528	600	130	623
Number of preventative maintenance services	204	250	42	193
Number of repeat work orders needed	2	6	0	0
Effectiveness:				
Percentage of fleet available per month	99.3%	96.0%	99.0%	99.1%
Percentage of reworks relative to total work	0.3%	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	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Contract Police Services</u>				
Budget:	\$13,867,464	\$14,939,270	\$ 3,586,271	\$14,718,729
Workload Outputs:				
Number of total calls for service	31,632	35,000	7,435	30,515
Number of emergency calls received (Priority 1)	229	373	107	421
Number of traffic collision reports	321	425	256	472
Number of Part 1 crimes committed per 1,000 population	19.08	2.50	3.10	14.07
Efficiency:				
Average Response time from dispatch to on-scene emergency calls (Priority 1)	4:27	4:55	4:29	4:56
Number of Uses of Force	32	42	11	51
Number of Arrests	1,298	842	309	1,224
Number of Parking Violations	7,735	9,202	2,985	12,250
Number of Moving Violations	1,611	2,000	298	1,690
Number of Part 1 Crimes	892	945	207	932
Number of Part 2 Crimes	1,529	1,700	404	1,668
Effectiveness:				
Percentage of emergency calls responded to in 5 minutes or less	53.1%	62.1%	63.0%	58.3%
Percentage change in Part I crimes from prior year to current year	1.7%	5.0%	-20.4%	4.6%
<u>Contract Fire Services</u>				
Budget:	\$8,974,200	\$9,488,450	\$ 2,363,868	\$9,293,075
Workload Outputs:				
Number of emergency calls	4,544	5,360	1,256	5,226
Number of new construction fire inspections	497	920	149	541
Number of fire inspections performed	835	700	477	1,009
Number of fire plan checks completed	233	675	113	316
Efficiency:				
Average response time for emergency calls	6:29	7:20	7:12	7:12
Effectiveness:				
Percentage of calls with response time within 7 minutes	75.8%	72.0%	63.0%	57.9%
Percentage of technical on-site inspections scheduled within 72 hours	84.3%	93.0%	100.0%	97.0%
Percentage of all plan checks completed within adopted turn around time goals based on plan types	94.5%	80.0%	89.0%	92.5%
Percentage of 5 day turn around plan checks completed within goal	98.0%	97.0%	93.0%	95.8%
Percentage of 10 day turn around plan checks completed within goal	87.5%	71.0%	87.0%	90.3%

Performance Measures

Public Safety

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
Marine Safety				
Budget:	\$1,658,763	\$1,710,560	\$518,276	\$1,707,085
Workload Outputs:				
Number of beach visitors (estimate)	2,288,600	2,400,000	674,100	2,085,950
Number of swimmer rescues	1,698	2,275	433	1,781
Number of preventative actions via public education/warnings	23,369	36,000	6,624	25,901
Number of people reached through public education programs	52,693	50,000	14,333	51,215
Number of drownings with lifeguards on duty	0	0	0	0
Efficiency:				
Visitors per lifeguard (8 hour shift)	688	800	510	738
Effectiveness:				
Percentage of swimmer rescues without a drowning	100.0%	100.0%	100.0%	100.0%
Percent of City elementary schools reached through public education*	80.0%	70.0%	80.0%	80.0%

* Annual measurement

Performance Measures

Community Development

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
Building				
Budget:	\$1,810,846	\$2,219,860	\$447,723	\$1,755,062
Workload Outputs:				
Number of building permits issued	2,180	4,200	1,103	4,187
Number of Plan Reviews performed	3,237	3,500	921	3,480
Number of building inspections completed	14,947	17,000	4,316	16,389
Number of customers served at Building counter	4,525	6,000	1,586	5,187
Efficiency:				
Number of Plan Reviews performed per Plan	1,123	1,200	307	1,201
Number of inspections conducted per inspector	3,399	4,000	1,078	4,096
Number of customers served per Permit Tech	2,063	2,250	593	2,241
Effectiveness:				
Percentage of new projects: First review completed within 15 work days	74.9%	95.0%	94.8%	91.1%
Percentage plan review rechecks: Reviewed within 10 work days	85.5%	95.0%	92.5%	90.3%
Percentage response to the public at the counter in 10 minutes	75.7%	80.0%	76.3%	75.4%
Planning				
Budget:	\$1,447,772	\$1,977,570	\$537,632	\$1,701,181
Workload Outputs:				
Number of discretionary applications	124	150	43	164
Number of new administrative applications	308	315	235	632
Number of zoning plan check reviews	2,337	2,750	682	2,527
Number of staff presentations (CC, PC, ZA, DRSC, PC SS)	183	175	44	160
Number of Special Projects (GP IM's/ZO updates, etc.) initiated	77	75	24	61
Number of people assisted at counter/over phone	8,863	10,500	2,285	8,785
Number of outreach meetings attended (Business Liaison, Housing/Social Services, etc.)	19	50	10	25
Number of Historic Preservation-related applications	13	20	20	69
Number of Quality Assurance staff hours	88	200	7	55
Efficiency:				
Number of people assisted at counter/phone per FTE/Quarter	581.0	500.0	256.3	290.3
Number of Plan checks completed/FTE/Quarter	151.6	150.0	76.7	83.1
Number of applications completed/FTE/Quarter	4.3	8.0	2.0	2.5
Percentage of FTE's time funded by Developer Deposit and fixed fees	2.3%	25.0%	9.2%	7.9%

Performance Measures

Community Development

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Planning (continued)</u>				
Effectiveness:				
Percentage of HPPA properties maintained in compliance	86.0%	96.0%	81.0%	80.0%
Percentage of Council-directed GP IM's	72.4%	85.0%	75.0%	65.5%
Percentage of plan reviews completed within deadline	88.9%	90.0%	89.6%	90.2%
Percent of discretionary applications completed	75.0%	92.0%	83.0%	77.8%
Percent of calls returned within one business day	85.9%	92.0%	90.3%	89.3%
Percent of counter served within 10 minutes	62.0%	70.0%	59.1%	62.3%
Percent of counter served within 20 minutes	86.4%	90.0%	83.9%	85.9%
<u>Code Compliance</u>				
Budget:	\$833,025	\$947,880	\$269,966	\$813,815
Workload Outputs:				
Number of new cases	1,415	1,750	668	1,506
Number of complaints processed	New	2,300	559	2,179
Number of cases closed	New	1,750	501	1,246
Number of case actions (Monday - Friday)	11,143	11,000	2,553	10,529
Number of weekend inspections conducted	42	750	563	2,375
Number of sessions for certification/training	152	300	-	273
Efficiency:				
Number of cases per officer	355	438	223	469
Number of cases closed per officer	New	438	167	400
Number of site visits per day per officer	New	10.0	2.8	3.7
Number of actions per officer	2,635	2,750	1,236	3,727
Number of weekend inspections per officer	23	375	187	383
Effectiveness:				
Percentage of cases acknowledged within 2 days	42.5%	70.0%	65.3%	42.7%
Percentage of cases resolved within 10 working	35.7%	70.0%	29.7%	21.8%
Percentage of cases resolved within 30 days	New	80.0%	53.0%	37.8%

Performance Measures

Community Development

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Economic Development/Housing Administration</u>				
Budget:	\$100,343	\$119,775	\$24,114	\$103,917
Workload Outputs:				
Number of Home Rehab loans provided to property owners	2	6	0	2
Number of businesses receiving commercial facade grants	0	7	1	1
Number of non-profits receiving Social Program grants	12	15	5	16
Effectiveness:				
Percentage of Home Rehab & commercial grants expended	100.0%	100.0%	0.0%	65.0%
Percentage General Fund social program grants expended	100.0%	100.0%	43.0%	99.0%

Performance Measures

Public Works

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Engineering</u>				
Budget:	\$4,222,279	\$7,064,710	\$1,262,364	\$3,716,214
Workload Outputs:				
Number of permits issued	437	400	146	482
Number of inspection stops conducted	2,486	2,500	612	2,318
Number of projects submitted for 1st plan check	60	60	22	88
Number of projects submitted for additional plan checks	131	140	49	176
Number of research projects conducted	608	600	123	429
Number of miles of streets designed*	4.72	13.00	2.98	15.65
Number of miles of streets rehabilitated*	3.48	13.00	1.80	9.02
Number of citizen traffic complaints received	270	250	90	307
Efficiency:				
Time spent per first plan review (average hours)	6.41	6.00	6.33	6.02
Time spent per additional plan review (average hours)	5.04	5.00	5.00	5.04
Time spent per research project	0.69	1.00	0.43	0.54
Percent of response to citizen complaints within 45 days	87.8%	80.0%	92.2%	90.5%
Effectiveness:				
Percent of project reviews completed in 15 days (1st plan check)	71.8%	85.0%	80.0%	68.3%
Percent of project reviews completed in 10 days (add'l plan check)	84.3%	90.0%	82.3%	78.5%
Percent of research projects completed in 10 days	92.4%	90.0%	95.0%	92.1%
Percent of projected street design completed	97.0%	85.0%	22.9%	120.4%
Percent of projected street miles rehabilitated	92.0%	85.0%	13.9%	69.4%
Percent of traffic complaints resolved	87.5%	80.0%	92.2%	90.5%

*Miles of streets designed and rehabilitated modified to include slurry seal and alley projects

Performance Measures

Public Works

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Maintenance</u>				
Budget: City Maintenance Services	\$4,305,055	\$5,268,480	\$1,533,898	\$4,665,640
Budget: Beaches/Parks Maintenance	\$5,355,812	\$9,200,140	\$2,331,245	\$6,640,779
Workload Outputs:				
Number of potholes repaired	20	25	5	27
Number of signs repaired or replaced	1,004	1,900	311	1,285
Number of work orders received/completed by Facilities	1,590	1,250	234	1,292
Number of street light/traffic signal repairs	1,315	1,200	172	909
Number of USA responses (Underground Service Alerts)	432	800	45	251
Trim 2,500 trees annually to ensure a 8 year	3,186	2,500	351	3,119
Number of graffiti cases	471	450	137	616
Efficiency:				
Average sq. ft. of pothole repairs provided per day of service	157.1	150.0	228.7	485.9
Average # of signs maintained per hour of service provided	1.7	4.0	0.5	0.7
Average # of facilities maintenance work orders completed per day of service	7.2	6.0	4.1	5.8
Average # of USA completed per day of service	5.9	3.5	0.8	1.2
Average number of streetlight/traffic signal repairs per day	2.0	3.0	3.0	4.0
Cost of graffiti removal per case	\$65	\$150	\$86	\$82
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	124.3%	100.0%	13.7%	121.7%
Percentage of signage repair requests responded to and completed within 3 working days	100.0%	100.0%	98.0%	98.9%
Percentage of facilities maintenance work orders responded to in 3 working days	95.3%	100.0%	97.0%	97.2%
Percentage of street light / traffic signal service Requests completed within 3 working days	88.0%	80.0%	94.4%	91.1%
Percentage of USA service requests completed within 3 working days	100.0%	100.0%	100.0%	100.0%
Percent of graffiti cases closed within 6 hours	58.5%	68.0%	70.0%	69.3%

Performance Measures

Utilities

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Water/Sewer/Storm Drain</u>				
Budget: Water	\$19,245,008	\$ 22,169,937	\$ 6,754,179	\$21,372,708
Budget: Sewer	\$9,650,280	\$ 10,458,739	\$ 3,794,064	\$10,955,502
Budget: Storm Drain	\$1,581,518	\$1,754,750	\$412,820	\$1,615,701
Workload Outputs:				
Acre Feet of Potable water delivered per FTE	New	7,500	1,998	7,595
Customer Service requests completed	New	5,000	1,217	4,866
Millions of gallons of wastewater processed per day	3.07	3.00	3.54	3.28
Acre Feet of Recycled water sold	1,172	1,200	404	1,436
# of miles of leak detection on potable water pipeline	210	180	23	87
# of Fire Hydrants serviced per year	455	300	82	195
# of valves excised per year	1,513	1,500	335	1,886
# of miles of Sewer lines cleaned	144.1	140.0	18.7	94.0
# of miles of Storm Drain lines cleaned	0.10	5.00	0.40	3.60
# of Storm Drain catch basins inspected	1,689	1,800	384	1,481
# of Storm Drain catch basins cleaned	327	400	79	272
# of miles of Sewer lines inspected by video	50.1	55.0	6.8	31.1
# of miles of Storm Drain lines inspected by video	18.8	15.0	0.2	6.8
Efficiency:				
Percentage of potable system water loss	5.5%	6.2%	3.6%	4.8%
Work orders completed	3,041	3,000	2,363	9,652
% of Sewer collection system cleaned annually	89.0%	50.0%	11.5%	58.0%
% of Storm Drain pipelines cleaned annually	1.0%	12.0%	0.5%	4.5%
% of catch basins inspected annually	113.3%	80.0%	25.7%	99.2%
% of catch basins cleaned annually	22.0%	20.0%	5.3%	18.2%
Effectiveness:				
Water Distribution system integrity - number of water service leaks & main breaks per 100 miles of pipe	16.0	12.5	3.2	19.6

Performance Measures

Utilities

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Clean Ocean</u>				
Budget:	\$2,146,930	\$ 4,775,064	\$1,200,010	\$2,800,710
Workload Outputs:				
Number of facilities inspected for storm water compliance	471	750	74	286
Number of water quality enforcement actions issued	71	75	28	57
Number of local outreach impressions per year	3,684,502	5,000,000	570,467	2,165,991
Efficiency:				
Number of facility inspections per FTE	470	375	37	249
Number of water quality enforcement actions issued per FTE (FY 2017-(1)) (FY 2018-(2))	71	38	14	43
Number of public outreach "impressions" per capita	57	76	9	33
<i>** "impressions" refers to the estimated number of individuals receiving education</i>				
<u>Solid Waste</u>				
Budget:	\$205,849	\$265,540	\$61,992	\$218,628
Workload Outputs:				
Number of residents participating in the Household Hazardous Waste (HHW) Program	1,899	2,300	470	1,941
Number of Waste Management Plans approved	596	450	189	74
Number of Public Outreach impressions	948,323	228,000	391,860	1,567,440
Number of trash barrel placement violations	1,779	2,000	341	1,368
Tons of Solid Waste diverted from landfill	42,809	39,000	10,119	42,285
Efficiency:				
Total % of participation for residential HHW pick-ups (19,000 households)	4.3%	6.1%	11.7%	11.6%
Total number of Waste Management Plans approved per quarter within 24 hours	596	450	189	743
Total number of trash barrel placement violations resolved within 7 days	1,779	2,000	327	1,354
Effectiveness:				
Cost of Public Outreach impressions	\$2.46	\$2.50	\$0.03	\$0.03
Solid Waste program cost per ton diverted	\$3.32	\$4.75	\$3.24	\$3.28
<i>* Solid Waste performance measures are based on waste diversion controlled by CR&R</i>				

Performance Measures

Beaches, Parks & Recreation

Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Recreation</u>				
Budget:	\$4,695,506	\$4,552,680	\$1,366,137	\$4,543,256
Workload Outputs:				
Number of recreation registrations	22,944	17,000	10,948	27,006
Number of attendees at aquatics centers	72,728	70,000	22,148	73,601
Number of classes offered	3,543	5,000	768	3,349
Number of facility bookings	7,493	7,150	1,187	4,448
Number of beach, ballfield, and park bookings	6,186	8,500	2,923	8,168
Number of partnered community events	48	55	14	53
Number of attendees at special events	151,447	245,000	37,850	172,275
Efficiency:				
Percent of registrations taken on-line	50.6%	51.0%	45.0%	45.6%
Percentage of total expenditures recovered by revenues	68.1%	67.0%	63.6%	70.1%
Effectiveness:				
Average number of facility bookings per day	20.6	21.0	13.0	12.2
Average number of beach, ballfield, and park bookings per day	16.9	16.5	32.0	22.3
Average attendance per class	8.3	6.4	16.7	10.1
<u>Golf Operating</u>				
Budget:	\$2,104,502	\$2,193,280	\$506,293	\$2,125,922
Workload Outputs:				
Number of golf rounds played - projected	77,974	75,000	21,649	82,514
Number of golf course acres maintained	133	133	133	133
Total revenue generated by the Golf Course	\$2,127,220	\$2,100,000	\$614,363	\$2,322,937
Efficiency:				
Course utilization (rounds played/available tee times*)	84.5%	86.0%	78.3%	90.6%
Cost per round	\$26.99	\$30.13	\$35.23	\$29.89
Percentage cost of recovery	108.6%	94.0%	65.8%	113.4%
Effectiveness:				
Number of complaints per 1,000 rounds	0.9	1.5	0.9	0.8
Maintenance quality of golf course retained at a level B May through October	100.0%	80.0%	100.0%	33.0%
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

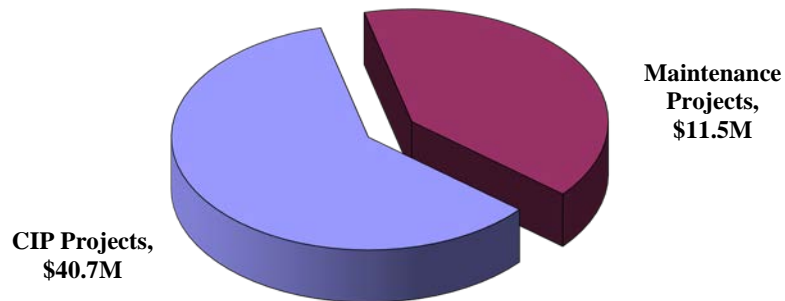
Performance Measures	2016-17 Actual	2017-18 Budget	2017-18 4th	2017-18 Y-T-D
<u>Animal Shelter</u>				
Budget:	\$1,406,932	\$1,571,160	\$408,863	\$1,563,850
Workload Outputs:				
Number of Dogs Licensed during the year	6,611	7,300	1,623	6,376
Number of calls for service completed during the year	3,008	2,500	938	2,991
Barking Dog complaints received	80	80	21	74
Efficiency:				
Percent of calls for service handled within 24 hours	95.6%	98.0%	98.0%	95.7%
Effectiveness:				
Percentage increase in the number of dog licensed per year	-8.3%	2.3%	-7.9%	-3.6%
Number of dog adoptions	237	280	38	216
Number of cat adoptions	238	325	31	201
Number of animals returned to owners	302	350	61	261
Percentage of barking complaints resolved within 40 days	100.0%	100.0%	100.0%	99.2%

Program Summary

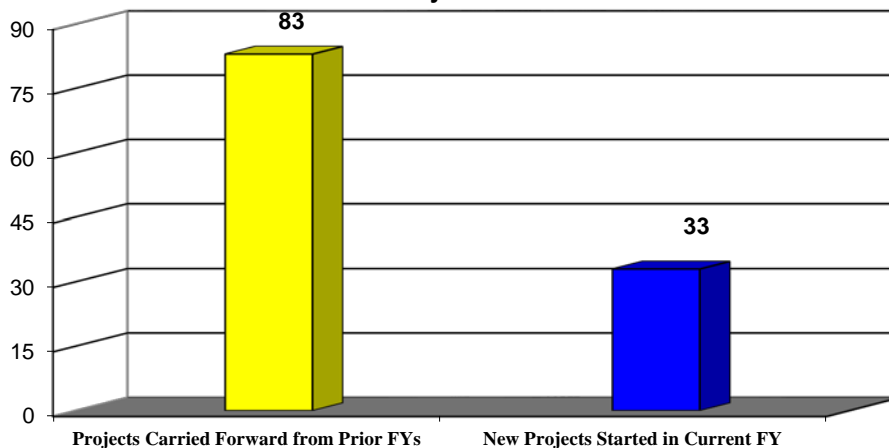
The Capital Improvement Program report provides the status of projects in FY 2018 and establishes a commitment for the scheduled delivery of projects. The City’s Capital Improvement Program remains strong and active. Most areas in the City continue to see improvements to their community facilities in the form of parks, streets, water, sewer, storm drain and other infrastructure improvement projects.

The FY 2018 Capital Improvement Program consists of 116 projects for a total remaining budget of \$52.2 million. A total of 83 projects were started in the prior fiscal years. There are a total of 80 CIP projects and 36 Maintenance and Study projects.

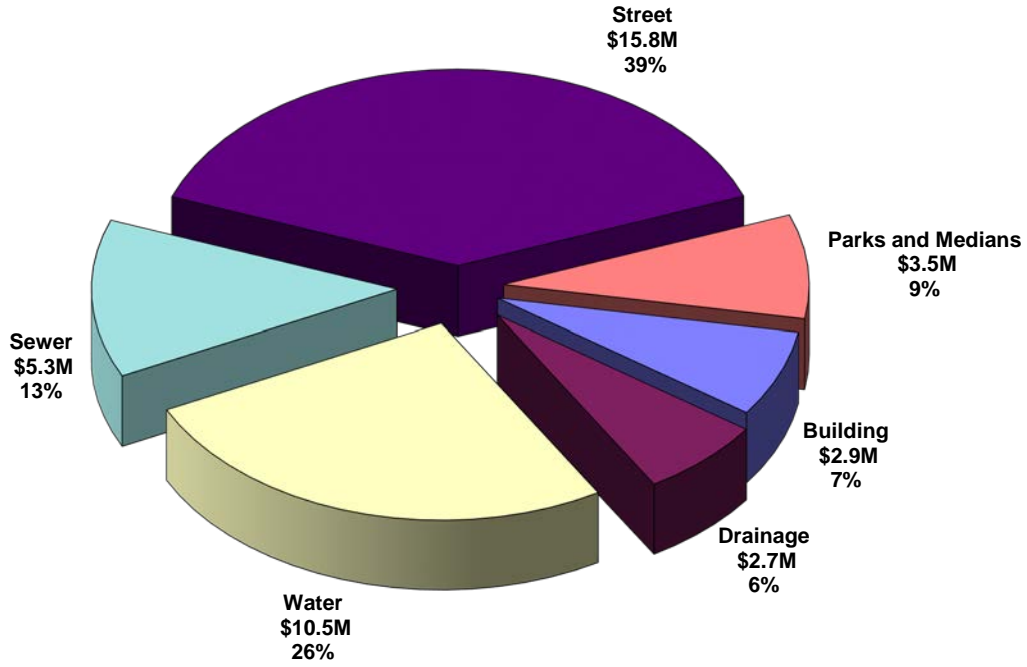
FY 2018 CIP and Maintenance Projects: \$52.2 Million



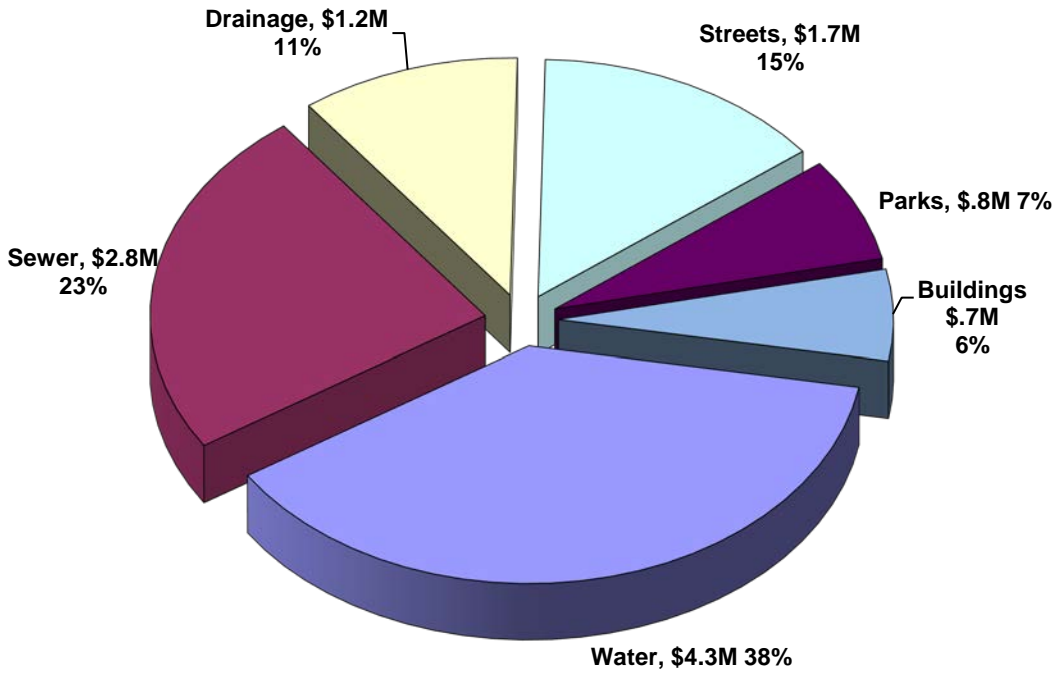
**Total CIP and Maintenance Projects:
Carried Forward vs. Projects Started in Current FY**



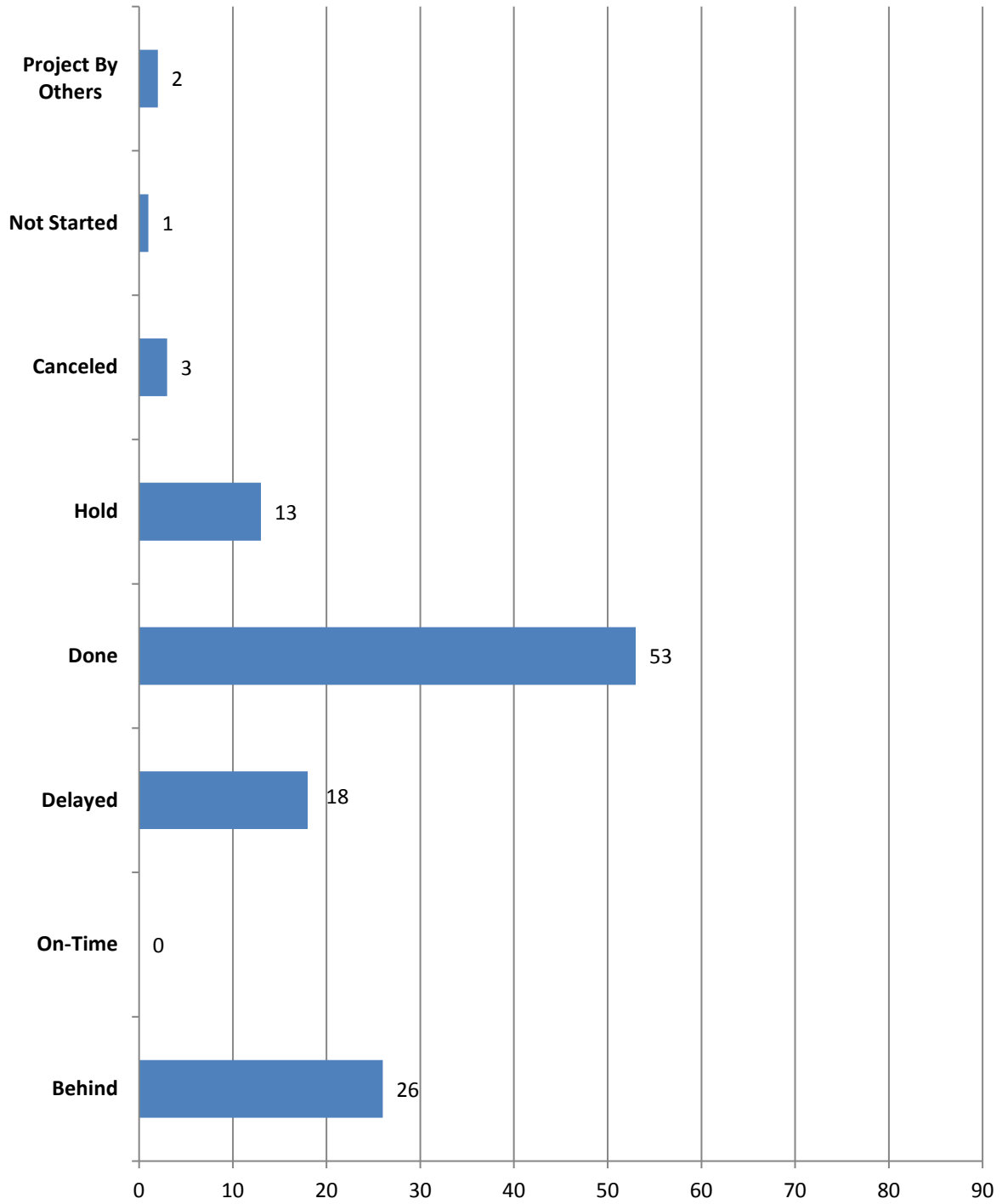
CIP Projects \$40.7 Million



Maintenance Projects \$11.5 Million



Project Status



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
* See individual projects for a detailed explanation				

Project Description and Status Report

An overview of the projects, including the project manager, adopted budget, funding source, anticipated completion date and status at the end of the first quarter have been provided below. Also provided are definitions of terms found within the project updates.

Definitions

- ***Fiscal Year Goal:*** The project goal for this fiscal year
- ***Goal Completion Date:*** The date the project’s Fiscal Year Goal is projected to be reached
- ***Actual Completion Date:*** The date when the Fiscal Year Goal is actually completed
- ***Status:*** Measures how much the project has been completed toward the Fiscal Year Goal
- ***New Project:*** A project that has been appropriated by the City Council after the budget is adopted
- ***By Others:*** The City is not directly in charge of the schedule for these projects

Project Description and Status Report

FACILITIES AND OTHER IMPROVEMENTS

LED STREET LIGHT CONVERSION

Project Management:	Tom Bonigut	Project Number/ W.O.#:	16505
Budget:	\$50,440.00		
Funding Source:	Facilities Maintenance	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	8/30/2017	% of Goal Completion:	100%
Actual Completion Date:	8/30/2017	Status:	Done

Comments: Project completed at the end of August 2017.

TRAFFIC SIGNAL CABINET REPLACEMENT

Project Management:	Tom Frank	Project Number/ W.O.#:	18808
Budget:	\$50,000.00		
Funding Source:	Fac. Maint. Rrsv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Bid package is targeted for bidding in September 2018, and construction in late 2018. Project is behind as a result of the departure of the prior project manager. This project is grouped with 17335 [(Traffic Signals Protected/Permissive Conversions) and 18807 (Traffic Signal Battery Backup Systems - Phase II)].

MAINTENANCE SERVICES REHABILITATION - FY 2018

Project Management:	Randy Little	Project Number/ W.O.#:	28802
Budget:	\$250,000.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: This program will support smaller corrective maintenance projects during each fiscal year. Completed projects for Fiscal Year 2018 include: Steed Park & San Luis Rey Phase 2 fence replacements; Beach Trail fence repair Phase 1 of 2; Pier restroom rehabilitation (walls, casework and interior finish); painting of North Beach Train Station walls and wood details; Steed Park plumbing upgrade (urinal clean outs); North Beach & Linda Lane restroom painting; and new beach swing sets (3 total).

STREET LIGHT LED CONVERSIONS - PHASE II

Project Management:	Tom Bonigut	Project Number/ W.O.#:	18806
Budget:	\$300,000.00		
Funding Source:	Fac. Maint. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/15/2018	% of Goal Completion:	100%
Actual Completion Date:	5/1/2018	Status:	Done

Comments: This replaced existing High Pressure Sodium (HPS) street lights on public streets with Light Emitting Diode (LED) lights. The new LED lights are "warm white" (3000 Kelvin) lights consistent with those installed under the FY 17 Phase I project. Areas included public collector and residential streets in Forster Ranch, The Coast and other areas in the northern part of the City. This project is complete.

Capital Improvement Program – 4th Quarter Report

April – June 2018

CITY HALL FEASIBILITY AND GEOTECHNICAL STUDY

Project Management:	Ken Knatz	Project Number/ W.O.#:	38501
Budget:	\$300,000.00		
Funding Source:	Gen. Fund/ Civ. Cntr. Fund	Fiscal Year Goal:	TBD
Goal Completion Date:	6/30/2018	% of Goal Completion:	0%
Actual Completion Date:		Status:	Hold

Comments: The existing City Hall structure was occupied in 1960 and portions of the structure have been remodeled over the years. Based upon recommendations from the most recent study of the building, nearly all systems in the building are in need of improvements/replacement. Additionally, the study noted that significant structural upgrades are needed based upon the building being occupied by OCSD. Project initiation and scoping is anticipated after completion of the 910 Negocio Remodel - City Hall Relocation project.

910 NEGOCIO REMODEL - CITY HALL RELOCATION

Project Management:	Ken Knatz	Project Number/ W.O.#:	18804
Budget:	\$526,627.00		
Funding Source:	Gen. Fund/ Civic Cntr. Fund	Fiscal Year Goal:	Move City Hall staff to Negocio
Goal Completion Date:	4/30/2018	% of Goal Completion:	100%
Actual Completion Date:	3/30/2018	Status:	Done

Comments: The City Hall building requires significant building system improvements. The scope of the City Hall renovations requires that staff be relocated for the duration of the project. The third floor of the City's existing facility at 910 Calle Negocio will be remodeled to support the relocation of City Hall in coordination with tenant lease expiration; additionally the first floor of the Negocio building will be upgraded to improve customer service and work efficiency. Gensler Architects was hired in August 2017 to design the improvements to the Negocio building. Space planning for the third floor has been completed, and the relocation of City Hall staff to the 3rd floor Negocio space occurred over the month of March. The first floor improvements have been conceptually approved and construction document preparation is underway. Construction of 1st floor improvements are anticipated to start in Fall 2018.

DATA CABLING

Project Management:	Brian Brower	Project Number/ W.O.#:	27805
Budget:	\$123,140.00		
Funding Source:	Information Technology Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	02/01/2018	% of Goal Completion:	100%
Actual Completion Date:	01/19/2018	Status:	Done

Comments: Project is complete.

Capital Improvement Program – 4th Quarter Report

April – June 2018

COMMUNITY DEVELOPMENT 910 NEGOCIO HVAC REPLACEMENT

Project Management:	Randy Little	Project Number/ W.O.#:	16528
Budget:	\$164,200.00		
Funding Source:	Fac. Maint. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	15%
Actual Completion Date:		Status:	Hold

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 electricity costs in the long run. Eight of the 64 total HVAC units have been replaced over the last two fiscal years. Twenty one total HVAC replacements will be constructed with the 1st floor improvements to the Community Development building.

MAINTENANCE YARD COVERS

Project Management:	Ken Knatz	Project Number/ W.O.#:	17808
Budget:	\$652,490.00		
Funding Source:	Clean Ocean Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	60%
Actual Completion Date:		Status:	Delay

Comments: This project is needed to comply with the Stormwater Permit from the Regional Water Quality Control Board. The project will provide a permanent cover over the bulk material stockpile storage bays at the Water Reclamation Plant. The stockpile bays need coverage in order to prevent prohibited discharges during rain events to the adjacent Segunda Deshecha Channel and Pacific Ocean. Plans were processed through the City's discretionary review process for approval and for plan check through the Building Department. As a result of recent presidential action imposing 25% steel tariffs, the lead times for steel material has increased from approximately 6 to approximately 12 weeks. Therefore, work progress has been delayed due the increased lead times. Construction is underway with completion anticipated in October 2018.

VISTA BAHIA PARK RESTROOM REHABILITATION

Project Management:	Shawn Ryan	Project Number/ W.O.#:	17512
Budget:	\$396,240.00		
Funding Source:	General Fund	Fiscal Year Goal:	Project Bidding
Goal Completion Date:	6/30/2018	% of Goal Completion:	65%
Actual Completion Date:		Status:	Delay

Comments: Project delayed due to departure of key staff person. RFP's were sent out for design professionals to prepare a topographic survey and grading/drainage plan. Grading and Drainage plans are now nearing completion which will help in finalizing the project specs and get the project out to bid.

BONITO CANYON PARK RESTROOM REHABILITATION

Project Management:	Shawn Ryan	Project Number/ W.O.#:	17511
Budget:	\$392,050.00		
Funding Source:	General Fund	Fiscal Year Goal:	Bid Project
Goal Completion Date:	6/30/2018	% of Goal Completion:	65%
Actual Completion Date:		Status:	Delay

Comments: Project delayed due to departure of key staff person. RFP's were sent out for design professionals to prepare a topographic survey and grading/drainage plan. Grading and Drainage plans are now nearing completion which will help in finalizing the project specs and get the project out to bid.

Capital Improvement Program – 4th Quarter Report

April – June 2018

MARINE SAFETY BUILDING SR&U

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	16530
Budget:	\$956,460.00		
Funding Source:	Fac. Maint. Rsv. Fund	Fiscal Year Goal:	Complete Design & Permitting
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: TranSystems (consultant) has been hired to conduct an assessment and design, and prepare bid documents and permitting for the building and sheet pile wall. The assessment is completed which identifies required improvements and cost estimates to extend the life of the facility by 5 to 10 years. Due to not being able to work during summers, construction is anticipated in Fall of 2018.

STATION NO. 59 DIESEL FUEL TANK

Project Management:	Ken Knatz	Project Number/ W.O.#:	16812
Budget:	\$274,286.00		
Funding Source:	Pub. Fac. Constr. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	35%
Actual Completion Date:		Status:	Delay

Comments: This project will install an above-ground diesel fuel tank at Fire 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. Design, permitting and project bidding has been completed. Contract awarded to Tafoya Associates by the City Council December 2017. The project requires various steel components for the canopy and fuel tank. As a result of recent presidential action imposing 25% steel tariffs, the lead times for steel material has increased from approximately 6 to approximately 12 weeks. Therefore, work progress has been delayed due the increased lead times. Construction is now anticipated to be complete by the end of September 2018.

CORPORATE YARD BUILDING/STRUCTURES PAINTING

Project Management:	Shawn Ryan	Project Number/ W.O.#:	16529/ 26407
Budget:	\$440,000.00		
Funding Source:	Reserve Fund	Fiscal Year Goal:	Award Contract
Goal Completion Date:	6/30/2018	% of Goal Completion:	90%
Actual Completion Date:		Status:	Delay

Comments: The surfaces of all the buildings at the corporate yard are subjected to our marine environment. The buildings were last painted in 1989 and are in need of new surface painting. Funding for this project is shared between Maintenance Services and Utilities at \$170,000 and \$270,000 respectively. The scope of the project was changed from a painting project to a sealing and repair project and the bids submitted were rejected.

Capital Improvement Program – 4th Quarter Report

April – June 2018

AQUATIC CENTER (LPVH) SWAMP COOLER REPLACEMENT

Project Management:	Shawn Ryan	Project Number/ W.O.#:	16526
Budget:	\$134,650.00		
Funding Source:	Fac. Maint. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	30%
Actual Completion Date:		Status:	Behind

Comments: The design for an HVAC upgrade has been completed, however, the basis of design is being reviewed with internal stakeholders.

Staff met on May 3rd 2018 on the subject project and decided on the following approach:

Staff is still moving forward with Plan "A" – Maintenance Services will be increasing the input and output in the locker rooms by adjusting the existing units and collecting data for the summer. Engineering will continue with the engineering design for installing new AC units and have it ready in the early fall. If we discover that increasing the flow in the locker rooms does not improve conditions to acceptable levels then we will go with plan "B" which is installing the AC units. If plan "A" does succeed in solving the problem we will hold off on replacing the Swamp Coolers.

It was also decided that if it seems that adjusting the current system will work (and we go with plan "A") we will still continue to collect data in the case we have a really hot summer down the road and the new data suggests replacing the system is better after all.

COMMUNITY DEVELOPMENT PARKING LOT REHABILITATION (CIP)

Project Management:	Tom Frank	Project Number/ W.O.#:	14328
Budget:	\$380,270.00		
Funding Source:	Reserve Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: This project consists of reconstructing minimal failed pavement areas and resurfacing the existing parking lot pavement with a slurry seal and restriping. The north and south building entrance, signs and parking spaces have been replaced or reconstructed as needed to meet building and ADA current codes.

OPERATIONAL CONTINUITY DATA CENTER (CIP)

Project Management:	Brian Brower	Project Number/ W.O.#:	13810
Budget:	\$157,910.00		
Funding Source:	Information Technology Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	9/30/2017	% of Goal Completion:	100%
Actual Completion Date:	9/30/2017	Status:	Done

Comments: Data Center construction is complete. City services will be migrated over the next 6 months.

Capital Improvement Program – 4th Quarter Report

April – June 2018

DRAINAGE

CALLE DE INDUSTRIAS/ LOS MOLINOS STORM DRAIN EXTENSION

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	18006
Budget:	\$400,000.00		
Funding Source:	Local Drainage Fac. Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	5/31/2018	Status:	Canceled

Comments: Currently there is no storm drain system within Calle Los Molinos north of Avenida Pico. It was originally proposed to extend an 18-inch storm drain from Avenida Pico north beyond the intersection of Calle de Industrias/Calle Los Molinos to collect and control storm runoff in this area. However, the storm drain pipe was not needed upon redesigning the street configuration extension.

CALLE TOLEDO STORM DRAIN IMPROVEMENTS

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	17008
Budget:	\$67,540.00		
Funding Source:	Storm Drain Depreciation	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	12/31/2017	Status:	Done

Comments: Construction is completed.

M00S05 MONTALVO CANYON OUTLET/ STUDY

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	16004/ 22001
Budget:	\$391,550.00		
Funding Source:	Local Drain. Fac. Fund	Fiscal Year Goal:	Complete Design and Permitting
Goal Completion Date:	6/30/2018	% of Goal Completion:	80%
Actual Completion Date:		Status:	Delay

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, Regional Water Quality Control Board and Coastal Commission permits need to be secured prior to construction. A contract was awarded to a consultant on March 15, 2016 to perform the above work and prepare construction documents for public advertising. Currently, permit applications have been submitted to the regulatory agencies based on 30% complete plans. Combined project budget with PN 22001 (Montalvo Canyon Study).

STORM DRAIN REHABILITATION FY 2018 (CIP)

Project Management:	Shawn Ryan	Project Number/ W.O.#:	26001
Budget:	\$200,000.00		
Funding Source:	Storm Dr. Util. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

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 has been issued and opened.

Capital Improvement Program – 4th Quarter Report

April – June 2018

M01/AVE. VAQUERO CULVERT STRUCTURAL REHABILITATION (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number/ W.O.#:	15006
Budget:	\$71,470.00		
Funding Source:	Storm Drain Deprec. Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The Prima Deshecha Canada Channel (M01) reinforced concrete double box culvert at Avenida Vaquero was constructed in the mid 1960s and is in need of repairs or replacement. On December 6, 2016, the City Council awarded a Professional Services Agreement to a consultant to assess the integrity of the culvert and prepare a bid package for public bid for the needed improvements. Due to lack of project budget, additional funds from the Storm Drain Depreciation Reserve Fund will be secured for construction in FY 2019. Project was bid in Summer 2018 with anticipated construction in late Summer 2018.

CALLE LOS MOLINOS/CALLE REDONDEL STORM DRAIN REHABILITATION (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number/ W.O.#:	15005
Budget:	\$383,480.00		
Funding Source:	Storm Drain Deprec. Fund	Fiscal Year Goal:	Contract Award
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The storm drain system at 138 Calle Redondel is in need of improvements. A new storm drain will be constructed from the catch basin at 138 Calle Redondel to the bottom of the slope, draining into Calle de Los Molinos via a new parkway culvert. A consultant was retained to design and prepare a bid package for public advertising. The project was advertised on December 16, 2016. Based on actual bids, additional funding was required and budgeted in the FY 2018 CIP. Project was rebid in February 2018, with bid opening on March 30th. Construction is anticipated in early July 2018 with completion in September 2018.

POCHE BEACH/WATERSHED ACTIVITIES (CIP)

Project Management:	Cynthia Mallett	Project Number/ W.O.#:	24802
Budget:	\$880,000.00		
Funding Source:	Clean Ocean Fund	Fiscal Year Goal:	75% Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	20%
Actual Completion Date:		Status:	Delay

Comments: The falconry services at Poche Beach began on April 2, 2018 and will extend through October 31, 2018.

In regards to diverting the M01 runoff to the City's land outfall, the City is scheduling meetings with Orange County Public Works staff in late July to discuss capturing non-storm-water runoff through a grate installed in the M01 channel. This water could then be pumped to the Poche Clean Beach Project (PCBP) for initial cleaning through the sand filter system and then into the City's land outfall, bypassing the UV system. The City suggests that this be a collaborative cost-share project with the County of Orange since they own the channel section and are cost-share partners on the PCBP. This could save money long-term by not having to spend money to operate the UV component of the PCBP. It would also capture all non-stormwater runoff, ideally reducing the footprint of the Poche Pond. If deemed feasible, costs to design and install would be developed by the end of 2018 for use during 2020 budgeting purposes for the City and the County.

The diversion to the City's land outfall would require SOCWA to request an additional connection to its San Juan Outfall permit during permit renewal application from the RWQCB. The RWQCB has delayed SOCWA's permit renewal for approximately one year (~December 2019). This gives the PCBP project partners more time to discuss the diversion alternative to determine feasibility.

Capital Improvement Program – 4th Quarter Report

April – June 2018

CITY MASTER PLAN OF DRAINAGE- OTHER AREAS (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number/ W.O.#:	34001/34002/ 34003/34004
Budget:	\$137,310.00		
Funding Source:	Local Drainage Facilities	Fiscal Year Goal:	Council Adoption of Master Plan
Goal Completion Date:	5/30/2018	% of Goal Completion:	95%
Actual Completion Date:		Status:	Behind

Comments: The City Master Plan of Drainage has not been updated since 1982. A consultant has completed a draft Master Plan of Drainage 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. City Council Master Plan adoption will be forthcoming in FY 2019.

VIA MONTEGO/STORM DRAIN M01 (CIP)

Project Management:	Amir K. Ilkhanipour	Project Number/ W.O.#:	13017
Budget:	\$731,360.00		
Funding Source:	Storm Drain Utility Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Delay

Comments: Currently, there is no storm drain system at the intersection of Via Montego and Via Cascadita. During heavy rain events, the storm runoff caused local flooding. A storm system will be designed and constructed at this intersection to convey the storm runoff to the nearby Prima Deshecha Canada Channel (M01). A consultant was hired in September 2016 to design and prepare a bid package for public advertising. The storm drain final design is contingent upon the street design which is underway.

STREETS

AVENIDA PICO WIDENING- I-5 TO FRONTERA

Project Management:	Tom Frank	Project Number/ W.O.#:	18325
Budget:	\$200,000.00		
Funding Source:	RCFPP Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	10%
Actual Completion Date:		Status:	Behind

Comments: This project will prepare the design for future widening of Avenida Pico from I-5 east to just east of Calle Frontera to accommodate bicycle lanes in both directions. It will address the remaining gap, and once constructed, Avenida Pico will have Class II bike lanes in both directions along its entire length from North Beach to the Talega community. The timing of construction will depend on future availability of City and/or grant funds. Completing the design will help develop more competitive grant funding applications. Project is behind due to departure of Senior Traffic Engineer. Design is anticipated to start in September 2018.

Capital Improvement Program – 4th Quarter Report

April – June 2018

TRAFFIC SIGNAL BATTERY BACKUP SYSTEMS - PHASE II

Project Management:	Tom Frank	Project Number/ W.O.#:	18807
Budget:	\$100,000.00		
Funding Source:	Fac. Maint. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Bid package is anticipated for bidding in September, 2018, and construction in late 2018. Project is behind as a result of the departure of the prior project manager. This project is grouped with PN 17335 (Traffic Signals Protected/Permissive Conversions) and PN 18808 (Traffic Signal Cabinet Replacement).

FY 2018 STREET IMPROVEMENT PROJECTS

Project Management:	Tom Frank	Project Number/ W.O.#:	18327
Budget:	\$2,000,000.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Project bid in August, 2018. Project is behind due to staff addressing unforeseen challenges on priority Grant projects under construction.

ALLEY PAVEMENT REHABILITATION

Project Management:	Tom Frank	Project Number/ W.O.#:	18326/ 18328
Budget:	\$674,000.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Behind

Comments: Work includes grinding, reconstructing deteriorated pavement areas, replacing failed curb and gutter, curb ramps, alley gutters, and overlaying the existing pavement. Alley pavement projects anticipated for FY18 include the alley to the west of El Camino Real between Avenida Cabrillo and W. Marquita, and from W. Mariposa to W. Escalones, and possibly other segments if funds permit. Project is anticipated to bid in September 2018.

RADAR SPEED SIGNS - LA PATA & DEL RIO

Project Management:	Tom Frank	Project Number/ W.O.#:	18809
Budget:	\$35,000.00		
Funding Source:	Air Quality Impr. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: This project will install two radar speed limit signs, one on the downhill section of the Camino Del Rio Extension, and the other on the downhill section of the La Pata Extension, to inform and warn motorists of their speeds. Project targeted bid was January 2018, construction is complete.

Capital Improvement Program – 4th Quarter Report

April – June 2018

ARTERIAL STREET PAVEMENT MAINTENANCE

Project Management:	Tom Frank	Project Number/ W.O.#:	18321
Budget:	\$700,000.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The project is under construction.

AVENIDA VISTA HERMOSA - TURQUEZA TO VERA CRUZ

Project Management:	Tom Frank	Project Number/ W.O.#:	18322
Budget:	\$532,000.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Behind

Comments: This project consists of rehabilitating deteriorated and deficient curb, gutter and access ramps, replacing failed pavement areas, and grinding and overlaying the street with two inches of asphalt. Design is nearly complete and project is anticipated to begin construction by November 2018.

SIDEWALK REPAIR AND IMPROVEMENTS - FY 2016

Project Management:	Chris Tanio	Project Number/ W.O.#:	16355
Budget:	\$116,900.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Behind

Comments: To reduce administrative costs, FY16 and FY17 projects to be combined. Approximately 75% of sidewalk inspections required to use up available funding have been completed, however, project has been delayed due to other higher priority grant projects. Scheduled to bid in August 2018.

SIDEWALK REPAIR AND IMPROVEMENTS FY 2017

Project Management:	Chris Tanio	Project Number/ W.O.#:	27307
Budget:	\$149,460.00		
Funding Source:	General Fund	Fiscal Year Goal:	25%
Goal Completion Date:	6/30/2018	% of Goal Completion:	Complete Construction
Actual Completion Date:		Status:	Behind

Comments: To reduce administrative costs, FY16 and FY17 projects to be combined. Approximately 75% of sidewalk inspections required to use up available funding have been completed, however, project delayed due to higher priority grant funded projects. Scheduled to bid in August 2018.

Capital Improvement Program – 4th Quarter Report

April – June 2018

SIDEWALK REPAIR AND IMPROVEMENTS - FY 2018

Project Management:	Chris Tanio	Project Number/ W.O.#:	28303
Budget:	\$150,000.00		
Funding Source:	General Fund	Fiscal Year Goal:	Begin Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	0%
Actual Completion Date:		Status:	Not-Started

Comments: Project is behind due to staff focusing on unforeseen challenges of priority grant projects under construction.

MAJOR STREET MAINTENANCE PROGRAM - FY 2018

Project Management:	Tom Frank	Project Number/ W.O.#:	28301
Budget:	\$550,000.00		
Funding Source:	Gen./Wtr.&Swr.Depr. Funds	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	35%
Actual Completion Date:		Status:	Behind

Comments: Project targeted for award in August 2018. Construction expected to start in September 2018.

SLURRY SEAL- FY 2018

Project Management:	Tom Frank	Project Number/ W.O.#:	28302
Budget:	\$286,000.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	4/4/2018	Status:	Done

Comments: The City annually budgets to provide slurry seal to the City streets identified with the highest need, as determined by staff. The annual Slurry Seal Program extends the life of the existing City streets and delays the need for rehabilitation or reconstruction. The goal for slurry sealing public streets is a 7 to 10 year cycle as funding permits.

CAMINO VERA CRUZ/COSTA INTERSECTION CONTROL

Project Management:	Tom Frank	Project Number/ W.O.#:	17347
Budget:	\$565,660.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Bid Project
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Consultant hired to complete intersection control evaluation (ICE) analysis and feasibility of roundabout versus traffic signal. Feasibility memo submitted with conceptual designs complete for both intersection design alternatives. Begin design in October 2018. Project is behind due to departure of Senior Engineer. Project is scheduled for Planning Commission review in September 2018.

Capital Improvement Program – 4th Quarter Report

April – June 2018

AVENIDA VISTA HERMOSA/TARGET INTERSECTION IMPROVEMENTS

Project Management:	Tom Frank	Project Number/ W.O.#:	17339
Budget:	\$425,000.00		
Funding Source:	RCFPP Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Modify the intersection of Avenida Vista Hermosa at the Target entrance to allow Class II striped bike lanes in both directions on Avenida Vista Hermosa. Bid with Avenida Vista Hermosa Slurry Seal and construction is scheduled for October 2018. Project is behind due to staffing departures.

AVENIDA PICO/CAMINO VERA CRUZ INTERSECTION IMPROVEMENTS

Project Management:	Tom Frank	Project Number/ W.O.#:	17338
Budget:	\$375,000.00		
Funding Source:	RCFPP Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Modify the intersection of Avenida Pico and Camino Vera Cruz to allow Class II striped bike lanes in both directions on Avenida Pico. Design and construction will be coordinated with Ave Pico resurfacing project. Targeted for construction in February 2018.

AVENIDA PICO- CLASS I BIKE/PEDESTRIAN PATH PHASE I

Project Management:	Tom Frank	Project Number/ W.O.#:	17337
Budget:	\$300,000.00		
Funding Source:	RCFPP Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Design for Class I Bike/Pedestrian Path adjacent to westbound Avenida Pico between Camino Vera Cruz and Calle Frontera. Design planned for August through December 2018. Project is behind due to addressing construction and implementation challenges of several large high priority Grant fund projects.

AS NEEDED PAVEMENT REPAIRS

Project Management:	Tom Frank	Project Number/ W.O.#:	27306
Budget:	\$300,000.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Project is complete.

VIA CASCADITA

Project Management:	Tom Frank	Project Number/ W.O.#:	17345
Budget:	\$357,860.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Delay

Comments: Engineering will delay the project to facilitate a Storm Drain CIP project and Shorecliffs Safe Routes to School project underway.

Capital Improvement Program – 4th Quarter Report

April – June 2018

SOUTH LA ESPERANZA

Project Management:	Tom Frank	Project Number/ W.O.#:	17343
Budget:	\$459,460.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	25% Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Delay

Comments: Curb ramp review completed. To be regrouped with other projects. Project delayed due to higher priority grant funded projects. Targeted completion is Spring 2019.

AVENIDA PRESIDIO

Project Management:	Tom Frank	Project Number/ W.O.#:	17341
Budget:	\$796,970.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Project awarded. This project is grouped with PN 17343 (South La Esperanza) and scheduled for completion by Spring 2019.

AVENIDA PALIZADA

Project Management:	Tom Frank	Project Number/ W.O.#:	17340
Budget:	\$154,430.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Project is complete.

SHORECLIFFS SAFE ROUTES TO SCHOOL

Project Management:	Tom Frank	Project Number/ W.O.#:	17327
Budget:	\$1,015,610		
Funding Source:	Gen Fund/ATP Grant	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	3/30/2018	Status:	Done

Comments: Project is under construction.

CONCORDIA ELEMENTARY SAFE ROUTES TO SCHOOL FY 2017

Project Management:	Tom Frank	Project Number/ W.O.#:	17326
Budget:	\$1,376,600.00		
Funding Source:	Gen Fund/ATP Grant	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Project is complete.

Capital Improvement Program – 4th Quarter Report

April – June 2018

TRAFFIC SIGNALS PROTECTED/PERMISSIVE CONVERSIONS

Project Management:	Tom Frank	Project Number/ W.O.#:	17335
Budget:	\$272,320.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: Bid package is targeted for bidding in September 2018, and construction in late 2018. Project is behind as a result of the departure of the prior project manager. This project is grouped with 18807 (Traffic Signal Battery Backup Systems - Phase II) and 18808 (Traffic Signal Cabinet Replacement).

CAMINO MIRA COSTA- ESTRELLA TO CITY LIMIT

Project Management:	Tom Frank	Project Number/ W.O.#:	17333
Budget:	\$165,760.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Behind

Comments: Slurry seal project will include proposed striping revisions to address complete streets concepts. Slurry seal project will include restriping to provide for a class II bicycle lane. Project is behind due to staff focusing on unforeseen challenges of priority Grant projects under construction. Project grouped with 17334 (Camino Capistrano - ECR to Del Gado Rd.) and 17332 (Camino De Estrella- I-5 to City Limit).

CAMINO DE LOS MARES- VAQUERO TO I-5

Project Management:	Tom Frank	Project Number/ W.O.#:	17330
Budget:	\$100,000.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	10%
Actual Completion Date:		Status:	Behind

Comments: Delayed by higher priority grant funded projects (Caltrans). Project will be designed by consultant to prepare project for future grant opportunities. Tom Frank preparing design RFP in August 2018. Project design starts in October 2018.

CAMINO DE ESTRELLA- I-5 TO CITY LIMIT

Project Management:	Tom Frank	Project Number/ W.O.#:	17332
Budget:	\$145,900.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Behind

Comments: Bid in July 2018, construction targeted for October 2018.

Capital Improvement Program – 4th Quarter Report

April – June 2018

CAMINO CAPISTRANO - ECR TO DEL GADO RD.

Project Management:	Tom Frank	Project Number/ W.O.#:	17334
Budget:	\$133,810.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Behind

Comments: Slurry seal project will include restriping to provide for a class II bicycle lane. Project is behind due to staff focusing on unforeseen challenges of priority Grant projects under construction. Project grouped with PN 17333 (Camino Mira Costa- Estrella to City Limit).

AVENIDA PICO- LOS MOLINOS TO PICO PLAZA

Project Management:	Chris Tanio	Project Number/ W.O.#:	17329
Budget:	\$450,000.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	TBD
Goal Completion Date:		% of Goal Completion:	0%
Actual Completion Date:		Status:	Hold

Comments: Delayed due to Caltrans completing Pico improvements. Design and construction is planned in FY 2019.

AVENIDA PICO- AMANACER TO COURTYARDS

Project Management:	Tom Frank	Project Number/ W.O.#:	17328
Budget:	\$1,176,220.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Construction complete. Project scope revised with limits from Calle Frontera to Avenida La Pata.

CALLE LOS MOLINOS - PICO TO NAVARRO

Project Management:	Chris Tanio	Project Number/ W.O.#:	16353
Budget:	\$503,920.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	TBD
Goal Completion Date:		% of Goal Completion:	
Actual Completion Date:		Status:	Hold

Comments: Waiting on Caltrans to complete Pico improvements. Design and construction is planned in FY 2019.

AVENIDA NAVARRO - PICO TO LOS MOLINOS

Project Management:	Chris Tanio	Project Number/ W.O.#:	16352
Budget:	\$310,000.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	TBD
Goal Completion Date:		% of Goal Completion:	
Actual Completion Date:		Status:	Hold

Comments: Waiting on Caltrans to complete Pico Improvements. Design and construction is planned in FY 2019.

Capital Improvement Program – 4th Quarter Report

April – June 2018

WEST AVENIDA PALIZADA SIDEWALK (100 BLOCK)

Project Management:	Tom Frank	Project Number/ W.O.#:	16345/18324
Budget:	\$130,000.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Construction

Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Hold

Comments: Project on hold. Carry over from FY17. Design completed and advertised. Bids came in over budget. FY18 appropriated additional funding. Design was also revised to reduce cost. Project will be re-advertised for bidding in Fall 2018. The re-advertising has been delayed due to complications on the Concordia sidewalk project. However, project now targeted to be completed by May 30, 2019.

WEST AVENIDA PALIZADA SIDEWALK PART A (100 BLOCK) CDBG

Project Management:	Tom Frank	Project Number/ W.O.#:	18324
Budget:	\$330,000.00		
Funding Source:	CDBG Fund	Fiscal Year Goal:	Complete Construction

Goal Completion Date:	6/30/2018	% of Goal Completion:	25%
Actual Completion Date:		Status:	Hold

Comments: On hold due to funding. This project will install a continuous 4 foot wide sidewalk along West Avenida Palizada from El Camino Real to North Ola Vista. Due to the existing topography, installing the sidewalk will require West Avenida Palizada to be narrowed by 4 feet. Design and permitting work is nearly complete under prior approved budgets, this is the General Fund portion of the project planned for FY 2018. Supplemental project funding will be programmed in CDBG fund. Project is scheduled to bid in August 2018.

AVENIDA PRESIDIO REHABILITATION- PHASE II- NORTH LA ESPERANZA TO EL CAMINO REAL (CIP)

Project Management:	Tom Frank	Project Number/ W.O.#:	14331
Budget:	\$366,320.00		
Funding Source:	Street Improvement Fund	Fiscal Year Goal:	Complete Construction

Goal Completion Date:	6/30/2018	% of Goal Completion:	10%
Actual Completion Date:		Status:	Delay

Comments: Delayed due to other projects. Caltrans permit prepared and ready to submit. Bidding and construction schedule will depend on Caltrans approval which can take a considerable amount of time. This project is to be constructed with other projects to save funds by way of economy of scale. Target completion is Spring 2019.

SOUTH ECR - VALENCIA TO MENDOCINO (CIP)

Project Management:	Tom Frank	Project Number/ W.O.#:	14326
Budget:	\$970,810.00		
Funding Source:	Gas Tax Fund	Fiscal Year Goal:	Complete Construction

Goal Completion Date:	12/1/2017	% of Goal Completion:	100%
Actual Completion Date:	12/1/2017	Status:	Done

Comments: Construction complete, working on preparing Caltrans final report.

Capital Improvement Program – 4th Quarter Report

April – June 2018

VIA PICO PLAZA REHABILITATION (CIP)

Project Management:	Chris Tanio	Project Number/ W.O.#:	13315
Budget:	\$114,040.00		
Funding Source:	Street Impr. Fund	Fiscal Year Goal:	TBD
Goal Completion Date:	6/30/2018	% of Goal Completion:	0%
Actual Completion Date:		Status:	Hold

Comments: On hold due to interfering work planned as part of I-5 Pico Interchange.

SEWER

WRP OUTFALL BOOSTER PUMP STATION DISTRIBUTION PIPE RELOCATION

Project Management:	Shawn Ryan	Project Number/ W.O.#:	28208
Budget:	\$287,500.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	5/31/2018	% of Goal Completion:	100%
Actual Completion Date:	4/30/2018	Status:	Done

Comments: This project is to replace a portion of the Outfall pipeline that had corrosion damage. Construction is underway. This project required that all the parts be on-site and a 2 week window of clear weather before installing the piping. Construction is substantially complete and punch-list items were finished in April.

PRIMARY CLARIFIER COVERS & GRATING REPLACEMENTS

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	25206
Budget:	\$916,710.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	30% Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The covers of the Water Reclamation Plant (WRP) Primary Clarifiers, Grit Chamber at the Headworks and Splitter Box 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 prepared a bid package for public advertising; however, Utility staff decided to investigate other types of covers.

WRP SECURITY GATE

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	18203
Budget:	\$200,000.00		
Funding Source:	Swr. & Wtr. Depr. Funds	Fiscal Year Goal:	Complete Design & Permitting
Goal Completion Date:	6/30/2018	% of Goal Completion:	35%
Actual Completion Date:		Status:	Delay

Comments: The security gate at Water Reclamation Plant Road is in need of replacement due to its age and difficulty in finding replacement parts. Staff is recommending replacement and relocation of the gate to improve security at the facility. Via a Request for Proposals (RFP) for design and preparation of a bid package a consultant was selected and City Council awarded a contract on October 17, 2017. During design, IT, Utility and Maintenance staff decided to explore other options and include other engineering services beneficial to City staff's operation and maintenance at the WRP. Therefore, a re-scoping of the services needs to be determined and a contract amendment will need to be approved by the City Council before the project can proceed.

Capital Improvement Program – 4th Quarter Report

April – June 2018

SEWER SYSTEM LINING

Project Management:	Shawn Ryan	Project Number/ W.O.#:	28206
Budget:	\$200,000.00		
Funding Source:	Sewer Depr. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Sewer lines and manholes throughout the City will be lined on an as-needed basis 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. On-Call contract with Sancon is in place to address high risk pipelines in need of repair.

LOS MOLINOS LIFT STATION GENERATOR REPLACEMENT

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	17202
Budget:	\$258,020.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	75% Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The Los Molinos Lift Station is a critical facility in the Water Reclamation Plant that pumps approximately one-third of the City's sewage to the next processing station. The generator in this lift station is in need of replacement. Via a Request for Proposals (RFP) for design and preparation of a bid package, a consultant was selected and City Council awarded a contract on September 5, 2017. Design and equipment selection is underway. Based on upcoming cost estimates, construction funding will be secured in FY20.

WRP GAS FLARE REHABILITATION

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	17203
Budget:	\$579,900.00		
Funding Source:	Sewer Depreciation	Fiscal Year Goal:	25% Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	35%
Actual Completion Date:		Status:	Delay

Comments: Design is nearly complete and staff is working with the AQMD to obtain permit approval. Permit approval process is taking longer than anticipated.

WRP ODOR CONTROL SYSTEMS REPLACEMENT

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	17205/36202
Budget:	\$1,258,560.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	80%
Actual Completion Date:		Status:	Delay

Comments: Water Reclamation Plant Headworks and Solids Handling odor control facilities are approaching their useful life. Black and Veatch was hired to design odor control facilities replacement. Design is being modified into two phases and construction is being delayed to allow for adequate funding due to higher than anticipated project costs. Some portions of this project including covers, relocating the grit bin and odor control at Los Molinos are either completed or out to bid.

Capital Improvement Program – 4th Quarter Report

April – June 2018

WRP LAND OUTFALL CATHODIC PROTECTION

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	27205
Budget:	\$347,480.00		
Funding Source:	Swr. Other/Wtr. Depr.Funds	Fiscal Year Goal:	Start Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	75%
Actual Completion Date:		Status:	Behind

Comments: This project will install additional cathodic protection needed for the WRP Land Outfall. Based on an analysis and report by Corpro, bid documents have been prepared for construction of additional anode wells and rectifiers to protect the ductile iron pipelines from corrosion. Construction is anticipated to begin in October 2018.

VAQUERO LIFT STATION REMOVAL

Project Management:	Shawn Ryan	Project Number/ W.O.#:	27206
Budget:	\$125,000.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Design/ Secure Easement
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: This lift station is no longer needed as a result of sewage flow being directed to El Camino Real via gravity flow. Mechanical and electrical components will be removed and salvaged. All wet and dry utility connections will be abandoned from adjacent active systems and the structure will be demolished.

WRP GRAVITY BELT THICKENER REPLACEMENT

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	17204/26211
Budget:	\$341,040.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The gravity belt thickeners (GBTs) at the Water Reclamation Plant provide for the dewatering of sewage sludge to improve the biological digestion process. The GBTs are over 25 years old and have met their useful life. Via a Request for Proposals (RFP) for design and preparation of a bid package a consultant was selected and City Council awarded a contract on July 18, 2017. Design and equipment selection is complete. Construction funds have been budgeted in FY19 CIP Budget.

WRP LABORATORY REHABILITATION

Project Management:	Larry Brotman	Project Number/ W.O.#:	16206
Budget:	\$92,140.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The Utilities Laboratory Coordinator has completed all requirements and applications for the WRP Environmental Laboratory to be inspected by State Water Resources Control Board prior to Environmental Laboratory Accreditation Program (ELAP) licensing of the facility. Temporary ELAP certification has been obtained and design is complete.

Capital Improvement Program – 4th Quarter Report

April – June 2018

WRP SLUICE GATE REPLACEMENT

Project Management:	Ken Burtech	Project Number/ W.O.#:	26212
Budget:	\$67,390.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	40%
Actual Completion Date:		Status:	Hold

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. Two of the fives gates have been installed. Staff is evaluating options for replacement by either using city staff depending upon availability or hiring a contractor.

WRP ELECTRICAL SYSTEM REPLACEMENTS

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	16205
Budget:	\$984,880.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	80%
Actual Completion Date:		Status:	Behind

Comments: Design is nearly complete for this first phase of electrical replacements. The project is behind due to hiring a company to test sections of the plant main power which required a primary power shutdown and slow design progress.

ALESSANDRO SEWER BRIDGE ASSESSMENT

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	36201
Budget:	\$46,940.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Evaluation
Goal Completion Date:	6/30/2018	% of Goal Completion:	30%
Actual Completion Date:		Status:	Behind

Comments: Sewer flow is conveyed in an 8-inch pipe supported by a bridge that crosses a channel. Existing bridge improvement plans and subsequent modification plans have been reviewed and consulting engineers was hired and is currently evaluating the bridge.

REHABILITATE EXISTING SEWER LINES FY 2018 (CIP)

Project Management:	Shawn Ryan	Project Number/ W.O.#:	24200
Budget:	\$400,000.00		
Funding Source:	Sewer Depreciation Reserve	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: The project addresses funding needs for the Utilities Division unscheduled maintenance of the treatment plant and sewer collecting system.

Capital Improvement Program – 4th Quarter Report

April – June 2018

SEWER SYSTEM REPLACEMENT (CIP)

Project Management:	Tom Frank	Project Number/ W.O.#:	24201
Budget:	\$100,000.00		
Funding Source:	Str. Impr.& Swr. Deprec.	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

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

OCEAN OUTFALL JUNCTION REPAIRS (CIP)

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	28205
Budget:	\$13,980.00		
Funding Source:	Sewer Other Agency	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	85%
Actual Completion Date:		Status:	Project-By-Others

Comments: The project is currently under design.

SEWER SCADA SYSTEM DEVELOPMENT (CIP)

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	12605\410336
Budget:	\$1,308,030.00		
Funding Source:	Swr. Depr.&Conn. Fee Rsrv.	Fiscal Year Goal:	Start Construction
Goal Completion Date:	4/30/2018	% of Goal Completion:	90%
Actual Completion Date:		Status:	Hold

Comments: Final phase of the project includes design and construction of SCADA at the WRP. Project was publicly bid and bids received were higher than estimated, staff is evaluating a phased approach along with design modifications.

PRIMARY CLARIFIER 4 & 5 REHABILITATION

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	16204
Budget:	\$572,330.00		
Funding Source:	Sewer Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	80%
Actual Completion Date:		Status:	Delay

Comments: This project will replace aging bearings, flights, shafts, and gear assembly in Clarifiers No. 4 and No.5 to ensure reliability of the clarify process. Re-lining of the concrete walls is also needed to extend the life of the tank concrete structure. Due to splitter box project, Clarifier No. 4 construction was delayed so it could be used for storage at WRP. Construction to replace sludge collection equipment in Clarifier No. 5 is complete. Construction for Clarifier No. 4 will be complete in August.

Capital Improvement Program – 4th Quarter Report

April – June 2018

WATER

DEAD-END WATER SYSTEM IMPROVEMENTS

Project Management:	Kevin Lussier	Project Number/ W.O.#:	24402
Budget:	\$50,000.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: There are several locations throughout the City where potable water mains "dead-end," and subsequently, the water at the end of the pipe does not have the ability to cycle through the potable water distribution system. By installing a fire hydrant or blow-off at the pipe terminus, operators will be able to flush the stagnated water out of the system. This will allow the Utilities Division to more effectively maintain water quality throughout the potable water system.

RESERVOIR NO. 9 DRAINAGE IMPROVEMENTS

Project Management:	Shawn Ryan	Project Number/ W.O.#:	28401
Budget:	\$200,000.00		
Funding Source:	Water Depr. Rsrv. Fund	Fiscal Year Goal:	Award Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	5/1/2018	Status:	Done

Comments: During the winter storms in FY 2016, erosion occurred around the slopes descending from Reservoir No. 9. This project will improve the drainage within the site and remediate the site damage. Project award to LGC Geotechnical will be recommended to City Council April 2018.

RESERVOIRS 5A,8,10,12 AND 14 IMPROVEMENTS

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	16410/ 15408
Budget:	\$4,334,607.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	75% Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Project is underway and on schedule.

JRWSS AGENCY PROJECTS

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	27402
Budget:	\$3,080,210.00		
Funding Source:	Water Other Agency	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Project by Others

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.

Capital Improvement Program – 4th Quarter Report

April – June 2018

PRESSURE REDUCING STATION VAULT LID REPLACEMENTS

Project Management:	Shawn Ryan	Project Number/ W.O.#:	27404
Budget:	\$98,260.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	75%
Actual Completion Date:		Status:	Behind

Comments: One of the three vaults located off Via Socorro was upgraded with a new vault lid and associated repairs inside the box. The Columbo vault has received new hatch parts and is now operating properly. The vault lid off of Costero Risco is ok, however, the vault is in need of repair. A temporary shoring fix will be implemented this Summer by staff until a larger project can be funded in the future.

RESERVOIR 3 DRAINAGE IMPROVEMENTS

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	27405
Budget:	\$199,520.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Secure Easement
Goal Completion Date:	6/30/2018	% of Goal Completion:	10%
Actual Completion Date:		Status:	Hold

Comments: Reservoir 3 is in need of drainage improvements. Drainage devices need to be designed and constructed so that the reservoir storm runoff can safely be conveyed into Calle Rica, just downstream of the reservoir. A consultant was hired to design and prepare a bid package for public advertising. A drainage easement needs to be acquired prior to construction. Staff has attempted to negotiate with property owner, however, the owner has not been responsive to the request.

RECYCLED WATER EXPANSION PHASE II

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	17407
Budget:	\$277,910.00		
Funding Source:	Water Penalty Rsrv.	Fiscal Year Goal:	Complete Modeling
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	3/30/2018	Status:	Done

Comments: The study will evaluate availability of recycled water to add customers and evaluate infrastructure needs. AKM is modeling existing customers to determine if there is excess capacity for additional customers. Model update report is completed. Staff is working to scope the next phase to evaluate adding customers and connecting to Santa Margarita Water District's system to supply and receive recycled water during peak demands.

PICO BOOSTER PRESSURE STATION PUMP REPLACEMENT

Project Management:	Kevin Lussier	Project Number/ W.O.#:	26408
Budget:	\$200,000.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	75%
Actual Completion Date:		Status:	Behind

Comments: Pumps at the Pico Pump Station will be downsized to accommodate the new potable water storage capacity of Reservoir 11A. AKM consulting engineer's is under contract to design the pump station improvements. Mechanical plans are nearly complete and electrical plans are under design.

Capital Improvement Program – 4th Quarter Report

April – June 2018

WELL FILTER PLANT REHABILITATION

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	16408
Budget:	\$490,880.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	10%
Actual Completion Date:		Status:	Hold

Comments: Liquid chemicals proposed to replace gas chemicals require permit consultations with the State prior to hiring a design consultant and proceeding with design. Design proposals are on hold. Staff is working with a hydro-geologist consultant to prepare technical information to submit to the State for permit consultation.

CASCADITA CANYON WATERLINE ABANDONMENT

Project Management:	Shawn Ryan	Project Number/ W.O.#:	26406
Budget:	\$138,080.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Construction is complete.

TESORO PRESSURE REDUCING STATION REHABILITATION

Project Management:	Shawn Ryan	Project Number/ W.O.#:	16407
Budget:	\$385,346.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	12/29/2017	% of Goal Completion:	100%
Actual Completion Date:	12/29/2017	Status:	Done

Comments: Construction is complete.

AVENIDA DEL PRESIDENTE WATER LINE REPLACEMENT

Project Management:	Shawn Ryan	Project Number/ W.O.#:	16405
Budget:	\$410,369.00		
Funding Source:	Water Depreciation Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	9/20/2017	% of Goal Completion:	100%
Actual Completion Date:	9/1/2017	Status:	Done

Comments: Construction is complete.

Capital Improvement Program – 4th Quarter Report

April – June 2018

INTERSTATE 5/PICO INTERCHANGE WATER IMPROVEMENTS (CIP)

Project Management:	Ken Knatz	Project Number/ W.O.#:	15404
Budget:	\$13,749.36		
Funding Source:	Water Deprec. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	12/29/2017	% of Goal Completion:	100%
Actual Completion Date:	12/29/2017	Status:	Done

Comments: This project provides 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. All new appurtenance and relocations are complete in addition to the raising of valves and manholes on the east side of the interchange. Orange County Transportation Authority reimbursed the City for over 95% of the project construction costs.

RESERVOIR 10 & 6 WATER LINE (LAND ACQUISITION)

Project Management:	Amir K. Ilkhanipour	Project Number/ W.O.#:	14400/ 15401
Budget:	\$180,880.00		
Funding Source:	Water Acre. Fee Rsrv. Fund	Fiscal Year Goal:	Complete Design/ Secure Easement
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Reservoir 6 is nearing the end of its useful life. A new water line between Reservoir 10 and 6 will improve the water system operation and reliability. Two easements from two property owners are needed for construction of this water line. One easement has been secured; however, negotiations with the other property owner were not favorable. Therefore, on May 17, 2016, Council approved and adopted a resolution of necessity to go forward with acquiring the property by eminent domain. Thereafter, BB&K pursued the acquisition of the property (i.e. water line easement) through the eminent domain process and secured an easement on February 23, 2018, via a court order. Upon securing the easement, staff has been coordinating with the City of San Juan Capistrano for the CEQA processing and other City requirement since the project is within the City of San Juan Capistrano. Project will be constructed in FY 2019.

WATER SYSTEM REPLACEMENT (CIP)

Project Management:	Tom Frank	Project Number/ W.O.#:	24400
Budget:	\$65,000.00		
Funding Source:	Water Deprec. Reserve Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

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

Capital Improvement Program – 4th Quarter Report

April – June 2018

WELL WATER AQUIFER MONITORING IMPROVEMENTS (CIP)

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	14408
Budget:	\$253,790.00		
Funding Source:	Wtr. Deprec. Rsrv. Fund	Fiscal Year Goal:	50% Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	50%
Actual Completion Date:		Status:	Behind

Comments: The project consists of removing sections of Well No. 8 screen to improve water quality and to reestablish Well No. 5 and Calafia to monitor the aquifer. Well 6 has been functioning at a lower pumping rate with consistent water quality. Focus is now on rehabilitation of monitoring Well No. 5, Well No. 8 and Calafia. Stantec completed the design, the project is out to bid and construction is anticipated to begin in October 2018.

REATA/ REEVES/ BLANCO PUMP STATIONS (CIP)

Project Management:	Dave Rebensdorf	Project Number/ W.O.#:	15406/ 17405/ 16406
Budget:	\$3,655,500.00		
Funding Source:	Wtr. Acreage Fee Rsrv. Fund	Fiscal Year Goal:	Complete Design
Goal Completion Date:	6/30/2018	% of Goal Completion:	90%
Actual Completion Date:		Status:	Delayed

Comments: Funding for construction of the water pump stations is planned to be available over the next three fiscal years. Design by AKM is in progress during this fiscal year, but has been delayed due to evaluation of funding and potential for combining construction to lower the unit cost for the pump stations.

WATER SYSTEM REHABILITATION (CIP)

Project Management:	Kevin Lussier	Project Number/ W.O.#:	24401
Budget:	\$356,860.00		
Funding Source:	Water Deprec. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

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

HIGHLAND LIGHT DUCTILE IRON PIPELINE REPLACEMENT (CIP)

Project Management:	Shawn Ryan	Project Number/ W.O.#:	14403
Budget:	\$527,490.00		
Funding Source:	Water Deprec. Rsrv. Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	9/30/2017	% of Goal Completion:	100%
Actual Completion Date:	9/30/2017	Status:	Done

Comments: The project is complete.

Capital Improvement Program – 4th Quarter Report

April – June 2018

PARKS AND MEDIANS

BOYS AND GIRLS CLUB BASKETBALL COURT LIGHT REPLACEMENTS

Project Management:	Randy Little	Project Number/ W.O.#:	18510
Budget:	\$25,000.00		
Funding Source:	Facilities Maint. Rsrv.	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	4/30/2018	% of Goal Completion:	100%
Actual Completion Date:	4/30/2018	Status:	Done

Comments: This project replaced deteriorated light poles and lights at the Boys and Girls Club basketball courts with "warm white" LED court lighting.

RALPH'S SKATE PARK LIGHTING

Project Management:	Chris Tanio	Project Number/ W.O.#:	18511
Budget:	\$150,000.00		
Funding Source:	Parks Acquisition Fund	Fiscal Year Goal:	TBD
Goal Completion Date:		% of Goal Completion:	0%
Actual Completion Date:		Status:	Hold

Comments: The Ralph's Skate Park Lighting project will no longer be installing walkway light poles and timer activated LED light fixtures. Instead, it has been determined through efforts between the San Clemente Skate Park Coalition and the City, that a concrete bowl is needed and will be constructed. A donation from the San Clemente Skate Park Coalition in the amount of \$100k will offset impacts to the Parks Acquisition and Development Fund. Project will not start until required donation level is provided to the City.

PLAYGROUND EQUIPMENT REPLACEMENTS FY 2018

Project Management:	Chris Tanio	Project Number/ W.O.#:	18143
Budget:	\$300,000.00		
Funding Source:	Park Asset Rsrv. Fund	Fiscal Year Goal:	Bid Project
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:		Status:	Done

Comments: This project will replace playground equipment and safety surfacing at the Rancho San Clemente Park Playgrounds, consistent with the playground replacement approach and plan approved by the City Council. Project is exempt from bidding process through use of a cooperative purchasing agreement with Landscape Structures, Inc. and HGACBuy. Project will be constructed in FY 2019.

FY 2018 OPPORTUNISTIC SAND REPLENISHMENT

Project Management:	Tom Bonigut	Project Number/ W.O.#:	28706
Budget:	\$150,000.00		
Funding Source:	General Fund	Fiscal Year Goal:	TBD
Goal Completion Date:		% of Goal Completion:	0%
Actual Completion Date:		Status:	Canceled

Comments: Beach quality sand may become available from a County project during FY 18, and the County may share in costs to transport sand to the City. This project will reserve funds for any additional permitting work, or City matching funds that may be needed. Sand would be placed at North Beach or possibly Linda Lane Beach, depending on resources agency permit requirements. Potential sand quantity is unknown at this time. Per the FY18 mid-year adjustments approved by the City Council, this project has been cancelled.

Capital Improvement Program – 4th Quarter Report

April – June 2018

CAMINO DEL RIO TRAILHEAD SIGNS AND FENCING

Project Management:	Chris Tanio	Project Number/ W.O.#:	18805
Budget:	\$25,000.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/30/2018	Status:	Done

Comments: Fencing has been installed. Maintenance in the process of procuring and installing trailhead signs.

BEACH TRAIL BRIDGES MAINTENANCE

Project Management:	Chris Tanio	Project Number/ W.O.#:	26801
Budget:	\$620,680.00		
Funding Source:	General Fund	Fiscal Year Goal:	25% Construction
Goal Completion Date:	6/28/2018	% of Goal Completion:	100%
Actual Completion Date:		Status:	Done

Comments: Riviera and Montalvo Bridge re-coating have been completed. "Top side" painting of Mariposa bridge is underway and anticipated to be completed in May 2018. The top side progress was delayed to divert resources to Pier rail painting per CM direction. Project planning is underway for re-coating the underside of the Mariposa bridge in FY 18-19.

CITY WIDE TREE INVENTORY

Project Management:	Randy Little	Project Number/ W.O.#:	36813
Budget:	\$32,980.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Study
Goal Completion Date:	9/30/2017	% of Goal Completion:	100%
Actual Completion Date:	9/30/2017	Status:	Done

Comments: A total of 19,000 trees have been collected and mapped in GIS by Dudek. The tree inventory work by Dudek has been completed.

T-STREET OVERPASS MAINTENANCE (CIP)

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	25801
Budget:	\$46,070.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	5/31/2018	Status:	Done

Comments: The thin overlay on the stairs, landings and deck needed to be replaced with a thicker and stronger cement material. Construction started on February 1, 2016 and was approximately 80% completed in early June 2016. In order not to impact the summer beach access, staff requested the contractor return in the fall to complete the remaining work. However, the contractor has gone out of business and referred the City to the bonding company for the remainder of the work. On January 16, 2018, City Council approved a Takeover Agreement with the bonding company for the remainder of the repair work. Repair work started in late February and was completed in May.

Capital Improvement Program – 4th Quarter Report

April – June 2018

T-STREET BEACH CONCESSION BUILDING RENOVATION (CIP)

Project Management:	Tom Bonigut	Project Number/ W.O.#:	15504
Budget:	\$20,000.00		
Funding Source:	General Fund	Fiscal Year Goal:	TBD
Goal Completion Date:		% of Goal Completion:	0%
Actual Completion Date:		Status:	Canceled

Comments: This project also included the T-Street Restroom Repair (PN 25501) which was completed. Per City Council direction, the new concessionaire will conduct the concession rehabilitation and Finance will handle that RFP process. Per the FY18 mid-year adjustments approved by Council this project has been cancelled.

PIER STRUCTURAL CONSTRUCTION/UNDERSTORY BIRD DETERRENT

Project Management:	Amir Ilkhanipour	Project Number/ W.O.#:	16811/ 18810
Budget:	\$2,162,340.00		
Funding Source:	General Fund	Fiscal Year Goal:	Complete Construction
Goal Completion Date:	6/30/2018	% of Goal Completion:	100%
Actual Completion Date:	6/01/2018	Status:	Done

Comments: City Council awarded a construction contract on September 5, 2017. Construction started in late-October 2017 with anticipated completion June 2018. This project will also install a bird deterrent barrier in the understory area of the pier from the end of the Fisherman's restaurant to the zero tower. The work includes manual removal of birds from the understory on multiple visits prior to barrier installation. Combined PN 18810 (Pier Understory Bird Deterrent) budget of \$375,000.00 into this project for quarterly reporting purposes only.