

# City of La Verne

## CAPITAL IMPROVEMENTS

2020-2021 Proposed Budget

## **CAPITAL IMPROVEMENT PROGRAM**

### **I. PURPOSE OF THE PROGRAM**

Through the strategic planning process, the development of a five-year Capital Improvement Program (CIP) has been established as a long-term objective. Development of a multi-year plan is a major undertaking that involves all operating departments along with the City Council.

The Capital Improvement Program will:

- Include a listing of needed public facility projects and major equipment purchases;
- establish an order of priority; and
- set forth a fiscal plan for implementation of the projects.

Upon completion of the Capital Improvement Program, the content of the program will be reviewed and adjusted on an annual basis as a part of the General Plan and Strategic Plan update processes.

### **II. BASIC DEFINITIONS**

**CAPITAL IMPROVEMENT.** A capital improvement is a major equipment acquisition or construction project that usually requires expenditure of funds from sources other than normal operating revenues. A capital improvement can be best described by citing common examples such as; City Hall, Fire Station, Water and Sewer Facilities, Storm Drains, Park Land, Fire Truck, Computer Equipment, Traffic Signals, Right of Way Improvements and various other infrastructure assets of the City.

**CAPITAL IMPROVEMENT PROGRAM.** A capital improvement program is a plan to authorize, acquire or construct a number of capital improvements, according to a schedule over a fixed period of time. The length of time we will use is approximately four years plus the current year. This period is not fixed by any hard and fast rule and can be adjusted when necessary. The CIP includes projects from all of the city's departments and agencies and should list for each improvement project a description, justification, expected cost, financing plan, tentative construction or acquisition dates and any other data thought helpful.

CAPITAL BUDGET. The capital improvement budget is one-year length and is the first year of the CIP. Funds for 2011/12 capital program are specifically appropriated as provided by law. Projects are more clearly defined, costed and timed than other projects in the CIP. The capital improvement budget is adopted along with the city's annual operating budget.

### III. OVERVIEW OF CIP PROCESS

This will be the City of La Verne's nineteenth multi-year CIP. It is anticipated that the evolution of this document will be dynamic in nature. Future years will be able to build upon the frame work of the previous year's adopted program. Capital projects summarized for the periods 2012/13 and beyond are subject to change based upon annual review by the City Council. Dollar amounts and estimated year of disbursement may vary as a result of funding availability or other community priorities as determined by the City Council.

The ultimate product of the CIP process is the annual capital budget. The four steps necessary to prepare the final document are as follows:

- Step 1 Generate CIP Proposals.
- Step 2 Prioritize Capital Improvement Requests.
- Step 3 City Council Review of CIP.
- Step 4 Executing the Capital Budget.

PROJECT PRIORITIZATION. Each department has generated a number of project requests. Project priorities have been evaluated by the City Manager and departments using the following criteria:

- Essential-projects required to meet anticipated needs for replacement or expansion of facilities, finish a partially completed project, perform obligations under various contractual Owner Participation Agreements, or fulfill City Council commitments.
- Desirable-projects needed for more effective and efficient delivery of services.
- Deferrable-projects needed for ideal operation, but which can be postponed indefinitely without substantial harm to present services.



**2020-2021 BUDGET  
CAPITAL IMPROVEMENT PROJECTS SUMMARY**

Fund- Cost Center	CIP Number	Project Title	Request	City Manager Recommended	Council Approved
<b>GAS TAX STREET IMPROVEMENT FUND:</b>					
206-7101	AN-01	Pavement Management Program	\$890,000	\$890,000	
206-7113	20-20	Hawthorne Avenue Street Rehabilitation	85,000	85,000	
206-7124	15-02	Traffic Signal - Wheeler	275,000	275,000	
<b>TOTAL GAS TAX STREET IMPRV. FUND</b>			<b>\$1,250,000</b>	<b>\$1,250,000</b>	<b>\$0</b>
<b>LACMTA - PROPOSITION C:</b>					
234-5622	AN-01	Street Resurfacing	\$179,000	\$179,000	
234-5622	20-17	Arrow Highway Street Rehabilitation	\$240,000	\$240,000	
<b>TOTAL LACMTA - PROPOSITION C FUND</b>			<b>\$419,000</b>	<b>\$419,000</b>	<b>\$0</b>
<b>MEASURE R FUND:</b>					
235-7603	AN-01	Pavement Management Program	\$800,000	\$800,000	
<b>TOTAL MEASURE R FUND</b>			<b>\$800,000</b>	<b>\$800,000</b>	<b>\$0</b>
<b>MEASURE M FUND:</b>					
236-7603	AN-01	Pavement Management Program	500,000	500,000	
<b>TOTAL MEASURE M FUND</b>			<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>
<b>PUBLIC SAFETY EQUIPMENT FUND:</b>					
244-7044	20-13	Radio Repeater	30,000	30,000	
<b>TOTAL PUBLIC SAFETY EQUIPMENT FUND</b>			<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>
<b>LARGE BUILDING CFD FUND:</b>					
252-7025	20-16	FS1 Room Addition PSE	100,000	100,000	
<b>TOTAL LARGE BUILDING CFD FUND</b>			<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>
<b>MISCELLANEOUS GRANTS FUND:</b>					
299-7057	16-03	Fruit St. Median Improvements	700,000	700,000	
299-7113	20-20	Hawthorne Avenue Street Rehabilitation	85,000	85,000	
<b>TOTAL MISCELLANEOUS GRANTS FUND</b>			<b>\$785,000</b>	<b>\$785,000</b>	<b>\$0</b>

**2020-2021 BUDGET  
CAPITAL IMPROVEMENT PROJECTS SUMMARY**

Fund- Cost Center	CIP Number	Project Title	Request	City Manager Recommended	Council Approved
<b>GENERAL CAPITAL IMPROVEMENT FUND:</b>					
405-7007	19-16	Public Safety Fence	\$188,000	\$188,000	
405-7030	20-03	Facilities Roofing	500,000	500,000	
405-7054	15-13	NPDES Facilities Construction	350,000	350,000	
405-7069	19-15	D Street Parkway Enhancement	200,000	200,000	
405-7069	19-18	Fruit St. Parkway Improvements	50,000	50,000	
405-7070	20-18	Downtown Tree Lights	60,000	60,000	
405-7073	20-10	Veterans Hall Restroom Update	50,000	50,000	
<b>TOTAL GENERAL CAPITAL IMPROVEMENT FUND</b>			<b>\$1,398,000</b>	<b>\$1,398,000</b>	<b>\$0</b>
<b>UNDERGROUND UTILITY FUND:</b>					
410-7606	18-05	Rule 20A Project - Underground Utilities	\$200,000	\$200,000	
<b>TOTAL UNDERGROUND UTILITY FUND</b>			<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>
<b>PARK DEVELOPMENT FUND:</b>					
412-7059	18-11	Maniero Park Stage	\$180,000	\$180,000	
412-7437	19-22	Multi-Use Trail Improvements	200,000	200,000	
412-7441	19-05	Las Flores Playground	200,000	200,000	
<b>TOTAL PARK DEVELOPMENT FUND</b>			<b>\$580,000</b>	<b>\$580,000</b>	<b>\$0</b>
<b>WATER CAPITAL IMPROVEMENT FUND:</b>					
507-7203	AN-03	Waterline Repair	\$75,000	\$75,000	
507-7247	20-19	Live Oak Generator	160,000	160,000	
507-7248	20-15	Mt. Springs Res, Mixer	42,000	42,000	
507-7253	17-10	Leroys Forebay Liner	70,000	70,000	
507-7255	17-07	Plateau/Summit Improvements	1,200,000	1,200,000	
<b>TOTAL WATER CAPITAL IMPRV. FUND</b>			<b>\$1,547,000</b>	<b>\$1,547,000</b>	<b>\$0</b>
<b>SEWER CAPITAL IMPROVEMENT FUND:</b>					
531-7301	AN-04	Sewer Lines Repair	\$75,000	\$75,000	
<b>TOTAL SEWER CAPITAL IMPRV. FUND</b>			<b>\$75,000</b>	<b>\$75,000</b>	<b>\$0</b>

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CAPITAL IMPROVEMENT PROJECTS SUMMARY**

Fund- Cost Center	CIP Number	Project Title	Request	City Manager Recommended	Council Approved
<b>EQUIPMENT REPLACEMENT FUND</b>					
624-4501	AN-02	Water - Maintenance Vehicle	\$35,000	\$35,000	
624-4501	AN-02	Parks - Maintenance Vehicle	52,000	52,000	
624-4501	AN-02	Police - Patrol	57,000	57,000	
624-4501	AN-02	Police - Patrol	57,000	57,000	
624-4501	AN-02	Police - Patrol	37,000	37,000	
624-4501	AN-02	Police - Patrol	37,000	37,000	
<b>TOTAL EQUIPMENT REPLACEMENT FUND</b>			<b>\$275,000</b>	<b>\$275,000</b>	<b>\$0</b>
<b>TOTAL CAPITAL IMPROVEMENT PROJECTS</b>			<b>\$7,959,000</b>	<b>\$7,959,000</b>	<b>\$0</b>

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# City of La Verne

## EQUIPMENT CAPITAL OUTLAY

2020-2021 Proposed Budget



**2020-21 BUDGET  
CAPITAL OUTLAY REQUESTS**

Cost Center	Department	Request	City Manager Recommended	Council Approved
<b>INFORMATION SYSTEMS</b>				
1501	Microsoft Office 365 Suite	\$60,000	\$0	
1501	Recreation Software Update	\$30,000	\$30,000	
1501	PC, Monitor & Phone Replacements	8,500	8,500	
		<b>\$98,500</b>	<b>\$38,500</b>	
<b>STREETS MAINTENANCE</b>				
4203	Emergency Preparedness Supplies	\$2,500	\$2,500	
		<b>\$2,500</b>	<b>\$2,500</b>	
<b>TOTAL GENERAL FUND</b>		<b>\$101,000</b>	<b>\$41,000</b>	
<b>ASSET FORFEITURE (L.A. Impact)</b>				
2592	Equipment - Computers	\$10,000	\$10,000	
2592	Equipment - Furniture	3,500	3,500	
2592	Equipment - Radios	2,500	2,500	
2592	Investigative Equipment	31,000	31,000	
		<b>\$47,000</b>	<b>\$47,000</b>	
<b>PUBLIC SAFETY FACILITIES &amp; EQUIPMENT FUND</b>				
****	Fire Department Equipment	\$30,000	\$30,000	
		<b>\$30,000</b>	<b>\$30,000</b>	
<b>FIRE EQUIPMENT REPLACEMENT FUND</b>				
	New Generation Fire Shelters	\$12,000	\$12,000	
7044	Dual Compliant Pant- Wildland	17,000	17,000	
		<b>\$29,000</b>	<b>\$29,000</b>	
<b>MISCELLANEOUS GRANTS FUND</b>				
7801	Homeland Security - Fire	\$23,000	\$23,000	
7805	Homeland Security - Law Enforcement	70,200	70,200	
		<b>\$93,200</b>	<b>\$93,200</b>	
<b>EQUIPMENT FUND</b>				
4501	Toughbook Computers	\$6,000	\$6,000	
4501	Shop Compressor	9,000	9,000	
		<b>\$15,000</b>	<b>\$15,000</b>	
<b>TOTAL OTHER FUNDS</b>		<b>\$214,200</b>	<b>\$214,200</b>	
<b>TOTAL ALL FUNDS</b>		<b>\$315,200</b>	<b>\$255,200</b>	

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