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OFFICE OF THE ADMINISTRATOR

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COUNTY ADMINISTRATOR

June 16, 2009

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Proposed FY 2009-10 Capital Improvement Program

Dear Board Members:

It is our pleasure to submit the proposed Fiscal Year 2009-10 Capital Improvement Program (CIP) for your review and adoption. The CIP is a multi-year planning tool used to identify and implement the County's short-term and long-term capital needs. In Fiscal Year 2009-10 we recommend a capital budget of \$11.9 million which includes projects for County buildings, roads, the airport and flood control zones.

The CIP is submitted to your Board pursuant to the Marin County Code requirement that a long-term plan of capital improvements be recommended to your Board. The CIP is the result of significant collaboration between Capital Projects staff in the Department of Public Works and the County Administrator's Office and also reflects input from multiple County departments.

FY 2008-09 Capital Improvement Program Accomplishments

The County continues to benefit from significant capital investments in County facilities and infrastructure. There have been many accomplishments in Capital Projects over the past year as highlighted by the partial list below:

- √ Completed accessibility improvements at 120 North Redwood
- √ Completed construction improvements to the Board of Supervisor's terrace area
- √ Initiated the design and construction process for 12 barrier removal projects identified in the FY 08-09 Capital Improvement Program and identified in the County's Transition Plan
- √ Completed the relocation and buildout of office space for Parks & Open Space, MERIT, and Public Works Accounting in the Civic Center
- √ Completed the five buildings for the Marin Health and Wellness Campus and relocated multiple programs of the Department of Health and Human Services to these buildings
- √ Completed the resurfacing of 2.1 miles of County roads
- √ Completed slurry sealing 19.5 miles of County roads

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- √ Continued to monitor the County's five underground fuel tanks
- √ Provided resources to various projects for accessibility compliance oversight
- √ Provided resources for various large scale design planning projects such as the Emergency Operations Facility and the Fire Department Facilities Vision Plan
- √ Completed upgrades to elevators 7 & 8 located within the Civic Center
- √ Completed the McNear's Beach Stair Replacement Project
- √ Completed the installation of suicide prevention bars at the County Jail
- √ Assisted various Departments by providing space planning and office reorganization services
- √ Completed accessibility upgrades at three restroom locations, Room 136, 138 and 319 in the Civic Center
- √ Completed construction of a new sally port facility at Juvenile Hall
- √ Completed construction of the Civic Center loading dock
- √ Completed the first phase of extensive flood control work on Vineyard Creek
- √ Completed the reconstruction of Carson Road culvert in Woodacre to benefit fish passage

FY 2009-10 Capital Improvement Recommendations

The FY 2009-10 CIP totals \$11.9 million and includes recommendations in four categories of projects:

- Facility Improvements (\$2.0 million)
- Flood Control (\$2.2 million)
- Road Maintenance (\$7.15 million)
- Gross Field Airport (\$577,000)

Facility Improvements

The County's continued emphasis on providing adequate, safe building facilities for employees and the public is reflected in the CIP, which recommends a total of \$2.0 million in new funding in FY 2009-10 for facility improvements and barrier removal projects. CIP projects financed through the General Fund include HVAC mechanical upgrades at the Juvenile Services building, resurfacing projects at 10 & 20 North San Pedro and the Woodacre Fire Department, design development for Paradise Park shoreline remediation, and mechanical equipment replacement at the Veterans' Memorial Auditorium. General Fund barrier removal or path of travel projects are planned at 120 North Redwood, Juvenile Hall, many Parks trailheads, the West Marin Service Center, and in unincorporated areas along Sir Francis Drake Boulevard and the Strawberry area.

The CIP allocation process for General Fund projects again included a review of projects by an inter-departmental working group to help identify and prioritize facility improvement needs. This group worked with departments to review projects and identify the highest-priority projects to recommend in the CIP. This group played a significant role in the process and our thanks and appreciation are extended to all departments and individuals who assisted in this process.

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Flood Control

The Flood Control Division continues to design and implement multi-benefit projects to protect Marin residents from flooding while working to enhance local creek habitat. During 2008-09 the Division completed several major projects including the design of the Seminary pump station with back-up power to improve roadway drainage where Redwood Highway intersects Highway 101 in Mill Valley, constructed the Vineyard Creek Channel Enhancement and Re-vegetation Project, completed repairs to the Coyote Creek levee, completed maintenance dredging of Novato and lower Warner Creek including improvements to pump stations along lower Novato Creek, and designed and permitted several major projects. Additionally the culvert at Carson Road in Woodacre was replaced to enhance fish passage. Design work and permitting were completed for the Arroyo Road culvert replacement.

Road and Bridge Maintenance

State funding reductions have drastically impacted the road maintenance work program. Deferred maintenance expenses currently exceed \$250 million. In response to this growing problem, the Board of Supervisors initiated a Road and Bridge Program committing \$20.5 million over five years which included a General Fund contribution of \$11.75 million.

The majority of work performed under the five-year program took place in 2007 and 2008 with the remainder of the work to occur in 2010 on more complex bridge repairs. Some bridge repairs will be performed by the County's Road Maintenance division while other bridges will require detailed design and environmental studies for work around sensitive creek areas. While this program does not address the entire outstanding need, it is a significant step in reversing the deterioration of our road infrastructure and helps to support the transportation needs of residents within the County.

Public Works staff has aggressively pursued economic stimulus funding from the federal government and was successful in securing \$2.1 million for resurfacing County roads. Additional funding for pavement rehabilitation projects within the County was secured under Proposition 1B in the amount of \$3.6 million. It is anticipated that resurfacing construction effort will start in the summer of 2009.

Gnoss Field Airport

The CIP recommends a total of \$577,000 in new funding to perform facility maintenance in order to preserve the integrity of the facility, including maintenance of the newly reconstructed levees. The Federal Aviation Administration (FAA) has changed its method of grant allocation in the last year however airport staff is actively pursuing a grant to advance the Environmental Impact Statement for a runway extension at Gnoss Field. It is anticipated that this project will be funded by a grant from the Federal Aviation Administration to aid in improvement and modernization of the Airport facility as identified in the updated Airport Master Plan. During the visual survey of the facilities by staff, the Airport Administration building was identified as having significant deferred maintenance issues. The Department of Public Works is looking at methods to create a funding source for additional capital improvement work to the Airport.

Emerging Issues

As the County continues to make improvements in how we serve the community, a number of issues related to capital needs are emerging which are pointed out below.

- Marin County Free Library Needs Assessment and Facilities and Services Vision Plan: The Marin County Free Library continues to explore long-term funding mechanisms to implement the Facilities and Services Vision Plan recommendations for providing 21st century library services at all locations.

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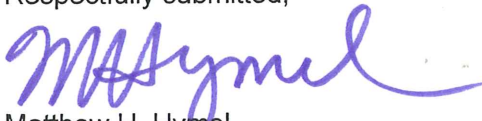
- **Emergency Operations Facility:** A two-stage solicitation process for a third-party team to design and construct the facility will be started and completed this FY which will allow for review of different facility designs by the County and the greater community.
- **Marin County Fire Department Needs Assessment and Facilities Plan:** A firm with expertise in fire station planning and design has been hired and is leading an assessment of the Woodacre, Hicks Valley, Tomales, and Point Reyes facilities. The results of this will be incorporated into the Facility Asset Management planning process.
- **Barrier Removal and Program Access:** In FY 2008-09, the County aggressively began implementing barrier removal projects throughout County facilities. This multi-year approach will need to continue to bring our County facilities into compliance consistent with our Self Evaluation and Transition Plan.
- **Civic Center Space Planning:** The County continues to invest in upgrading the space in the Civic Center to consolidate department operations and provide more functional space which allows better customer service.
- **Health and Human Services Master Services Plan:** The Marin Health and Wellness Campus, created in the Canal area of San Rafael, was dedicated and fully occupied in October 2008. In FY 2009-10, we are planning to partially renovate 10 North San Pedro to meet current health and safety codes, and to allow the Department of Health and Human Services to create a hub for senior services. Funding for the renovation is planned to come from the one-time reserves.
- **The Department of Public Works and the County Administrator's offices** have implemented the Facility Asset Management (FAM) methodology to assess and manage the life-cycle performance of County-owned assets, consider the optimal amount of leased space, and improve the environmental and operational performance to reduce the County's carbon footprint of its facilities. With an estimated \$35 to \$45 million backlog of deferred maintenance in County facilities, there is a need to increase our annual funding for capital maintenance projects by approximately \$2 to 3 million per year. In FY 2008-09, the County restructured leases to provide for \$150,000 annual General Fund savings in FY 2009-10 and beyond, and for \$134,000 ongoing annual savings for the Child Support Services program.
- **Parks and Open Space Strategic Plan and Facilities Needs Assessment:** Deteriorating infrastructure and declining revenues challenge the Parks and Open Space Department to find creative ways to address over \$80 million in deferred maintenance and capital improvements outlined in the Parks and Open Space Strategic Plan. Fortunately, the Department has been able to move forward with a limited number of capital improvement projects with funding from the County, County Service Areas and State grants. These projects include the Creekside Park Master Plan, the McInnis Park Master Plan Update, and a second phase of renovations at the Black Point and Miller Boat Launches.

Conclusion

The projects recommended in the Proposed Fiscal Year 2009-10 Capital Improvement Program represent the County's continuing commitment to invest in our facilities for the benefit of the public and employees. County staff remains committed to the search for outside grant funding from Federal, State, and regional sources to supplement the County's budget and further enhance our facilities and infrastructure. Our collaboration will continue to ensure that capital funding will be allocated appropriately and implemented on projects that will provide the greatest benefit to the County.

Thank you for your continued support of our efforts to provide for the long-term maintenance of the historic Civic Center campus and the other capital infrastructure that serves our public.

Respectfully submitted,



Matthew H. Hymel
County Administrator



Farhad Mansourian
Director of Public Works