

**COUNTY OF MARIN**  
**OFFICE OF THE ADMINISTRATOR**

3501 Civic Center Drive, Room 325, San Rafael, CA 94903  
415-499-6358 - Fax 415-507-4104

**MATTHEW H. HYMEL**  
COUNTY ADMINISTRATOR

**MONA MIYASATO**  
CHIEF ASSISTANT  
COUNTY ADMINISTRATOR

June 22, 2010

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

**SUBJECT:** Proposed FY 2010-11 Capital Improvement Program

Dear Board Members:

It is our pleasure to submit the proposed Fiscal Year 2010-11 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 2010-2011 we recommend a capital budget of \$17.6 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 2009-10 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 the re-roofing of the Juvenile Services Facility
- Completed the Jail Electronic Control Panel Upgrade System
- Managed the reconstruction of McNear's Pier
- Completed Accessibility Improvements at McInnis Park.
- Prepared final design for Pump Station #2 located at the intersection of Hawthorn Road and Vendola in Santa Venetia
- Prepared conceptual design and CEQA initial studies for the Estancia Ditch Drainage Improvement Project

## Proposed FY 2010-11 Capital Improvement Program

- Completed the construction of the McInnis Park Culvert replacement project.
- Completed the installation of a new battery backups system for the County's communication center
- Completed the installation of a new fire alarm system at the Fair Barn, 120 Redwood, and the Parks Departments Maintenance facility on Lucas Valley Road.
- Completed accessibility Improvements to Rosal/Adrian, Castro and Pueblo Parks in Santa Venetia.
- Received a grant for \$377k and a loan for \$1.4 million to implement additional energy saving projects
- Completed accessibility and parking lot resurfacing improvements to exterior of #10 and 20 North San Pedro Road
- Initiated the construction phase of the Building 10 North San Pedro Renovation Project
- Managed and completed large scale tenant improvements to room 303, 404, and 408 at the Civic Center
- Performed a geotechnical investigation of Las Gallinas Creek Levee
- Conducted the Ross Valley Flood Control Alternative Feasibility Study
- Prepared a preliminary design for the West Creek Flood Wall in Flood Control Zone 4, Tiburon
- Performed annual and preventative maintenance on the district's creeks, levees and pump stations.
- Completed Phase 2 Restoration of Vineyard Creek
- Completed the Phase A portion of the CalPark Tunnel Project
- Utilizing ARRA Stimulus Paving Funds Phase A Resurfaced:
  - Bretano Way
  - Portions of North San Pedro Road
  - Portions of Alameda Del Prado
  - Portions of Ranchitos Road
- Utilizing Measure A STP swap funding resurfaced
  - Sequoia Valley Road
  - Los Cerros Drive
- Continued to Assist with the design of the Pacific Way Bridge

### **FY 2010-2011 Capital Improvement Recommendations**

The FY 2010-2011 CIP totals \$17.6 million and includes recommendations in four categories of projects:

- Facility Improvements (\$4.0 million)
- Flood Control (\$7.7 million)
- Road Maintenance (\$5.8 million)
- Gness Field Airport (\$100,000)

#### 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 \$4.0 million in new funding in FY 2010-2011 for facility improvements and barrier removal projects. We recommend proceeding with this year's CIP projects financed through the General Fund which include a significant investment in accessibility improvements, replacing the Auditorium Fire Curtain, Juvenile Services duct and ventilation system improvements, an initial allocation of funds for future renovation of 20 North San

## Proposed FY 2010-11 Capital Improvement Program

Pedro, playground improvements at Pueblo Park and improvements to the Civic Center Jail lobby counter to name a few. This investment in our County facilities is a significant increase so that we can make cost effective investments in our facilities.

The CIP allocation process for General Fund projects 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 is extended to all departments and individuals who assisted in this process.

### 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. Annual and preventative maintenance was performed on the district's creeks, levees and pump stations. In addition, the Arroyo Creek Fish Passage project, a joint project with Marin Municipal Water District is underway and is funded through State and Federal grants. The recommended projects for FY 2010 – 11 include a number of projects that have been planned over prior fiscal years with the implementation to begin this fiscal year.

In light of the recent decision by the California Supreme Court upholding the Ross Valley flood fee, staff is now preparing a plan to move forward with a flood control program. Public Works staff will be working with the Flood Advisory Board and the Flood Control Board of Supervisors in developing the program. The flood fee is generating \$2 million per year and staff will be aggressively pursuing grant funding to complement the program.

### 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, your Board initiated a Road and Bridge Program in 2006 (Phase 1) which committed \$20.5 million over five years and included a General Fund contribution of \$11.75 million.

The road resurfacing portion the program has been completed. Efforts are continuing on the more complex bridge repairs, many of which require major efforts to secure permits. 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.

Given the success of this program, staff has been working with your Board to formulate a "Phase 2" five year program to continue to address the deferred maintenance of our road infrastructure. This second phase is targeted at \$40 million, with Public Works staff continuing their aggressive pursuit of grant funds to partially fund the program.

While this second phase would not address the entire outstanding need, it would continue our major progress in reversing the deterioration of our road infrastructure and will help 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 \$3.2 million for resurfacing County roads. An additional \$3.3 million has been secured for pavement rehabilitation projects within the County under Proposition 1B. The first stimulus project has been completed and the second

## Proposed FY 2010-11 Capital Improvement Program

is anticipated to start in the summer of 2010. Proposition 1B pavement projects will also commence in the summer of 2010.

### Gross Field Airport

The CIP recommends a total of \$100,000 for annual facility maintenance in order to preserve the integrity of the facility, including maintenance of the newly reconstructed levees. The Airport Runway Extension project which received a grant in the amount of \$450,00 in September of 2009 is moving forward with the 3<sup>rd</sup> phase of the EIS/EIR process. Phase 4 of the EIS/EIR process which includes the development of the record of decision has yet to be started. 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 this large capital improvement project 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.

- **Barrier Removal and Program Access:** In FY 2010-11, it is recommended that the County aggressively implement 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.
- The Department of Public Works and the County Administrator's offices have implemented 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. Over the next 10 years, current estimates range from a total of \$43 to \$55 million for County general facility and barrier removal projects, not including Fire Department, Libraries, and Parks requirements. Based on these findings, it was recommended, in the January 2010 Long Term Restructuring Plan (LTR), that the CIP budget be increased to \$4 million annually. This amount will allow the County to substantially meet the most important of these deferred maintenance and barrier removal issues. Even by increasing the allocation, additional needs will exist. Staff will continue to pursue grant funding opportunities or one-time sources to address these remaining needs.
- **Civic Center SMART Station:** Communications between County and SMART (Sonoma-Marín Area Rail Transit) representatives have continued in regards to the planning and design for a SMART Station and parking for their patrons at the Civic Center campus. The County is participating with a multi-agency group including the City of San Rafael, SMART, Golden Gate Transit, Marin Transit, and TAM on a station area plan that is being 80% funded through the Metropolitan Transportation Commission. Although the exact location of this new station has not been finalized by SMART, the general location is along the northern end of the campus next to Las Gallinas Creek and on the tip of the Christmas Tree Lot. Areas of discussion include pedestrian, bicycle, automobile and bus traffic, parking for station users and potential impacts to Civic Center activities.

## Proposed FY 2010-11 Capital Improvement Program

- **Marin County Fire Department Vision 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. It is estimated that costs could range from \$43 to \$68 million within the next 10-20 years to replace or substantially renovate these facilities. The results of this study will be incorporated into the Facility Asset Management planning process.
- **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 21<sup>st</sup> century library services at all locations.
- **Emergency Operations Facility:** A three-stage procurement process for a design/development team to design and construct the facility has begun. In addition, the County has initiated a program level Environmental Impact Report (EIR), with the final site to be selected by your Board in FY 2010 – 11.
- **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. In addition close examination of leased space and consolidation is being implemented to minimize County expenditures.
- **Health and Human Services Master Services Plan:** In early FY 2010 – 11 we are completing renovation of 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. The renovation of 10 North San Pedro is funded from one-time reserves and from savings from the budget from the Marin Health and Wellness Campus. This year and in subsequent fiscal years we recommend setting aside funding for the renovation work that is needed for 20 North San Pedro. The initial design for the renovation of 20 North San Pedro is planned in this fiscal year with construction in future fiscal years as funding for the construction becomes available.
- **Parks and Open Space Strategic Plan and Facilities Needs Assessment:** The Department of Parks and Open Space prepared a 20-year strategic plan in June 2008 showing that there are over \$25 million of deferred maintenance renovations needed in parks projects and about \$18 million for new improvements. This total of \$43 million for Parks projects over the next 20 years does not include the Open Space District, which is funded outside the General Fund. Significant effort has been made by the Parks Department 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 design studies for the Stafford Lake bike path, Bayshore Pier Damage and Repair Study for McNears and Paradise Beach parks, and the Pueblo Park playground replacement.
- **Marin County Free Library Needs Assessment and Facilities and Services Vision Plan:** This June voters approved a five-year \$49 library parcel tax to maintain existing library services as well as fund critical facility needs such as ADA improvements. The allocation of these funds will be reviewed by an oversight committee and are not included in this year's CIP budget. Although these funds will allow the Library to address some critical facility needs, it will not be sufficient to address long-term capital needs identified in their Facilities and Services Vision Plan. The Library will continue to explore long-term funding mechanisms to implement the Facilities and

Proposed FY 2010-11 Capital Improvement Program

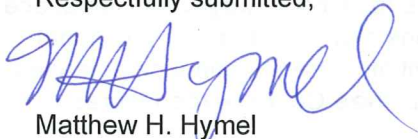
Services Vision Plan recommendations for providing 21<sup>st</sup> century library services at all locations.

**Conclusion**

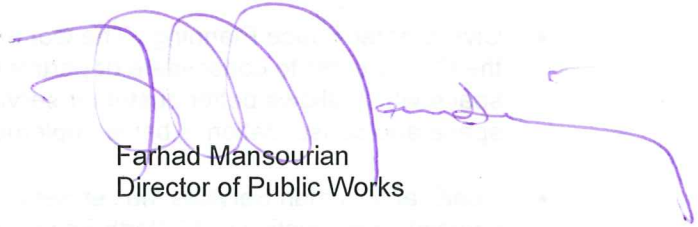
The projects recommended in the Proposed Fiscal Year 2010-2011 Capital Improvement Program represent the County's continuing commitment to invest in our facilities for the benefit of the public and employees. County staff remains committed to the search for outside grant funding from Federal, State, and regional sources to supplement the County's budget and further enhance our facilities and infrastructure. Inter-Department collaboration will continue to a priority 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