TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER

DEPARTMENT: PUBLIC WORKS

DATE: APRIL 3, 2006

SUBJECT: REVISED MILESTONES FOR COUNCIL FY 2006-07 “TOP 3” PRIORITIES OF EMERGENCY AND DISASTER PREPAREDNESS AND RESPONSE AND INCREASE INFRASTRUCTURE FUNDING; AND REQUEST FOR DIRECTION REGARDING POLICE BUILDING AND LIBRARY

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the revised milestones for the “Top 3” Priorities of Emergency and Disaster Preparedness and Response and Increase Infrastructure Funding (Attachment A); and

2. Provide staff direction for the Library and Police Building “Top 3” priority.

BACKGROUND

At the City Council meeting of March 6, 2006 staff proposed milestones for the Council’s “Top 3” Priorities, including “Infrastructure” (the Library and Police Building). At the meeting, staff presented alternative milestones for the Police Building based on recent experience in bringing the Library bond to election in 2002. These alternative milestones represent a timeline which allows sufficient time for an EIR and additional time for a thorough public review process. However, Council affirmed a desire to review a schedule which would put both projects on a November 2007 ballot. Council also moved to rename the Top-3 Infrastructure priority “Library” and “Police Building”.

DISCUSSION

Staff has informed the Library Advisory Commission (LAC) and Police Building Blue Ribbon Task Force (BRTF) of Council’s desire to have recommendations on the Library and Police Building in time to make a November 2007 election. This would require the LAC and BRTF to have their reports on the June 26, 2006 City Council agenda for approval. Both working groups have agreed to meet this schedule.

The Library Advisory Commission’s recommendations to the Council are likely to represent service enhancements as well as capital projects. In response to Council direction in December 2004, the Library Advisory Commission is working on a long range plan for the Library. Draft recommendations will be shared with the Council on May 15, 2006, and the final report will be presented to the Council on June 26, 2006.
It should be noted that the recent community survey and other findings reveal Palo Altans desire for Library service enhancements (such as larger collections and more convenient hours of operation) as well as capital improvements (such as building renovations). The Commission is currently evaluating this information and using it to shape its recommendations. At this time, since the LAC’s recommendations are as yet unknown, it is unclear what kind of tax revenue measure will be suitable to fund the Commission’s recommendations. For example, a bond issue can only fund building projects, not operating expenditures. A special tax such as a parcel tax or sales tax could fund operating costs as well as capital improvements.

Schedule A (Attachment B) shows critical milestones for the Library and Police Building projects meeting the Council-directed November 2007 date. Staff has also attempted to identify the following advantages and disadvantages of this schedule:

- **Advantages**
  - Keeps both projects together;
  - Maintains the momentum currently behind these projects and keeps them in the public spotlight;
  - May allow these projects to reach the voters ahead of other measures currently in the planning stages;
  - Meets identified community needs as quickly as possible; and
  - Minimizes construction cost increases due to inflation.

- **Disadvantages**
  - EIR would need to be done on an expedited basis (twelve months are typically required, to allow time for project scoping and public comment);
  - Limited time for Council deliberations and community feedback;
  - No time for competitive RFP bid process to engage design/EIR consultant; would require selection of consultant team on a sole-source basis if City code allows;
  - Limited time to work with stakeholders and concerned parties to resolve associated issues; and
  - Very limited time for voter polling.

Attachment C is a generic schedule for a Capital Improvement Program (CIP) project requiring a voter approval. This schedule was prepared based on experience from the 2002 Library bond election and shows the steps and time periods needed to bring a project to an election, on an expedited “fast track” basis. The generic schedule shows a total duration of about 22 months to accomplish all the steps needed for an election.

Since the March 6 Council meeting the City Attorney has clarified that consideration of a general obligation bond election with a general municipal election would not necessarily be required for the Library and Police Building funding measures. The City Clerk has provided the following additional dates for an election after November 2007:

- April 8, 2008
- June 3, 2008
- November 4, 2008
These dates could also be used for a special tax election. Schedule B shows revised milestones for the Library and Police Building based on the durations shown in the generic CIP project schedule. If the Council makes a final decision June 26 on the Police Building it is theoretically possible to meet the deadlines for an April 2008 election. For the Library, if the Council chooses to add three months of additional deliberations and community feedback over the summer of 2006, and chooses to keep both the Library and Police Building on the same ballot, it could be possible to hold the election in June 2008 (the completion date shown on Schedule B). Schedule B would provide adequate time for an EIR for the Police Building and, if needed, the Library, and would allow additional time for public outreach, polling and an election campaign for both projects.

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ATTACHMENTS
Attachment A: “Top 3” Emergency and Disaster Preparedness and Response and Increase Infrastructure Funding Priorities
Attachment B: Library and Police Building Timelines (listing Schedule A and Schedule B)
Attachment C: Generic Capital Improvement Program Project Schedule with Funding Election