

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Lou *LD* BalderramaAgenda Item No. I-21Reviewed By: City Manager *MMH* City Attorney *SMF* Finance *AC* Public Works

DATE: June 7, 2012

TO: City Council

FROM: Rob Roshanian, Interim Director of Public Works *S.R.*

SUBJECT: Update City of Oxnard Master Plans for Conformance with the 2030 General Plan

**RECOMMENDATION**

That City Council:

1. Approve updating the Public Works Master Plans for conformance with the 2030 General Plan to include the update of master plans for Water, Wastewater, Recycled Water, Urban Water Management Plan, Storm Drain, Pavement Management System and to develop the Salt and Nutrient Management Master Plan.
2. Approve a Special Budget Appropriation in the amount of \$1,794,286 to include the following: The sum of \$644,700 from the Water Operating Fund capital outlay account to the Water Master Plan Update Project, the Groundwater Recovery Enhancement and Treatment (GREAT) Recycled Water Master Plan Update, and the Urban Water Master Plan Update Project; the sum of \$281,388 from the Wastewater Collection Fund to the Wastewater Master Plan Update Project; the sum of \$506,388 from the Wastewater Treatment Fund to the Wastewater Master Plan Update Project and the Salt and Nutrient Management Master Plan; the sum of \$245,910 from the Storm Drain Facilities Fee Fund to the Storm Drain Master Plan Update Project; and the sum of \$115,900 from the Gas Tax Fund to the Pavement Management System Plan Update Project.

**DISCUSSION**

In October 2011 the City of Oxnard adopted the 2030 General Plan, replacing the previously adopted 2020 General Plan. The currently adopted utility master plans still, in general, conform to the 2020 plans but need to be updated. The newly adopted 2030 General Plan diverges from the 2020 plan in various ways including land use, infrastructure needs and projected costs, and environmental impacts, and incorporates new policies in sustainability and use of resources. The 2030 General Plan establishes the requirement for updating the City's Master Plan of Drainage, Water Master Plan, Urban Water Management Plan, Wastewater Master Plan and the Recycled Water Master Plan to address water related constraints and opportunities. The updated master plans and their assessments of the infrastructure needs and costs form the basis for planned development and establishing developer fees, respectively. Development of a new water related master plan, for salt and nutrient management, is

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included to be in compliance with new mandates from the State Water Resources Control Board. Also, staff recommends updating the Pavement Management System Master Plan for better maintenance and planning of street resurfacing projects. The estimated value of the City's assets represented by these proposed master plans is over \$3.5 billion.

The proposed master plans included in this Council action are described below:

**Water System Master Plan** - The purpose of the Water Master Plan is to identify existing and projected water system capacity needs and is required by the 2030 General Plan. The focus of this plan is to derive appropriate planning characteristics which will affect the projection of future water requirements and the development of a computerized hydraulic model to simulate the implications of these needs on the system's ability to provide clean potable water. In addition, this Master Plan is necessary to develop an updated Capital Improvement Program, Operational Improvement Program and analyze the financial implementation elements. The Water Master plan was last updated in January 2003.

**Wastewater Master Plan** -- The purpose of the Wastewater Master Plan is to identify existing and projected collection system capacity needs and is required by the 2030 General Plan. The focus of this plan is to derive appropriate planning characteristics which will affect the projection of future wastewater flows and the development of a computerized hydraulic model to simulate the implications of these flows on the sewer system's ability to convey wastewater to the City's Wastewater Treatment Plant. As part of this Master Plan the Wastewater Treatment Plant Master Plan and the Collection System Master Plan will be developed to present a complete analysis of the Wastewater System. The Sewer System Management Plan (SSMP) is part of this group of plans and was recently completed as required by the State Water Resources Control Board. The wastewater master plan was last updated in 2008.

**GREAT Recycled Water Master Plan** – On November 28, 2006 the City Council adopted City Ordinance No. 2728 that establishes requirements for the use of recycled water. This ordinance mandates the Recycled Water Master Plan. This master plan includes an operations plan in compliance with Title 22 modeling of the recycled water system, staffing plan, coordination with potential recycled water customers and the development of a computerized hydraulic model. This update will provide a basic framework of the new utility and allow for planned expansion of the Recycled Water System. It will also provide City staff with the information necessary to proactively plan and develop agreements with customers. This update is critical because there have been substantial changes in the alignment of the recycled water distribution system and the major initial customer list has correspondingly changed. The GREAT Recycled Water Master plan was last updated in July 2010. However, there have been significant changes to the Program since this draft report was written.

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**Urban Water Management Plan** - The Urban Water Management Plan was recently completed in 2012, however, its development was a lengthy 3 year process. The next update is due in 2014.

**Master Plan of Drainage** – The Master Plan of Drainage update is required to be in conformance with the adopted 2030 General Plan. This plan will determine the effects of rainfall runoff from 10-year, 50-year and 100-year storms occurring within the City boundaries and surrounding areas, analyze existing and proposed drainage systems that will accommodate that runoff and provide the public with a reasonable degree of protection, develop hydraulic modeling to enhance the City's existing Geographic Information System (GIS) database and digital maps and develop a Drainage System Capital Improvements Program that includes a phased implementation plan reflecting projected flows and required system improvements through the year 2030. The current master plan was last updated in 2003.

**Pavement Management System Plan Update** – The Pavement Management System (PMS) Plan Update is necessary to maintain current information to evaluate street conditions for planning, budgeting and design. The information developed from this plan is essential to determine the appropriate sequence in which streets should be repaired and what treatments will be most cost effective for asset preservation. It is also used to apply for grants for street maintenance and repair projects. The PMS Management Plan was last updated in December 2010.

**Develop the Salt and Nutrient Management Master Plan** – The Salt and Nutrient Management Plan is a new mandate of the State Water Resources Control Board. The Board requires that the City of Oxnard prepare and finalize the master plan by 2014. This Plan will analyze the impact of our Recycled Water on three groundwater basins: The Oxnard Forebay, the Oxnard Plain, and the Pleasant Valley Basin. Included in this plan will be development of computer modeling. This master plan is required by the 2030 General Plan and the State Water Resources Control Board.

Capital Projects Management (CPM) Division staff has reviewed the master plans being considered in this report and have assessed the level of effort required, both in terms of resource availability and technical expertise, as well as schedule constraints, to update each of the plans. The previous updates for the utility and streets master plans cost approximately \$2.4 million. Based on CPM staff assessment, the majority of the work required to update these master plans can be done in-house at a savings of over 31% as compared to outsourcing the work to consultants. However, some sections or portions of some of the master plans will need assistance from specialty consultants. CPM staff will issue a Request for Qualifications to procure and subsequently manage these consultant contracts and coordinate the work to accomplish the comprehensive plans.

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**FINANCIAL IMPACT**

The Special Budget Appropriation allocates \$1,794,286 to the following projects for master plan updates:

Amount	From Fund Source	To Master Plan Update Project
\$358,200	601 Water Operating Capital Outlay	Water Master Plan Update
\$186,500	601 Water Operating Capital Outlay	Recycled Water Master Plan Update
\$100,000	601 Water Operating Capital Outlay	Urban Water Master Plan Update
\$281,388	611 Wastewater Collection Fund	Wastewater Master Plan Update (Collection)
\$281,388	621 Wastewater Treatment Fund	Wastewater Master Plan Update (Treatment)
\$225,000	621 Wastewater Treatment Fund	Salt and Nutrient Management Plan
\$245,910	353 Storm Drain Facilities Fee Fund	Storm Drain Master Plan Update
\$115,900	181 State Gas Tax Fund	Pavement Management System Plan Update

LB/TK/lb/tk

Attachment #1 - Special Budget Appropriation

**REQUEST FOR SPECIAL BUDGET APPROPRIATION**

Department: Public Works  
 Project/Program  
 Manager: Lou Balderrama

Date: 06/26/12  
 Phone: 340-5358

**Reason for Appropriation:**

To allocate funds to provide for the update of public works master plans in conformance to the 2030 General Plan to include master plan updates for Water, Wastewater, Recycled Water, Urban Water Management Plan, Drainage Plan, Pavement Management System Plan, and the development of the Salt and Nutrient Master Plan.

<u>Accounts and Descriptions</u>	<u>AMOUNT</u>
<b>Fund: WATER OPERATING (601)</b>	
<b>Expenditures/Transfers Out</b>	
Water Operating Fund	
601-6010-843.8606 CAPITAL OUTLAY / MACHINERY & EQUIPMENT NEW	(644,700)
Water Master Plan Update (Project 12IN01)	
601-XXXX-821-8001 REGULAR LABOR - DIRECT	358,200
Recycled Water Master Plan Update (Project 12IN02)	
601-XXXX-821-8001 REGULAR LABOR - DIRECT	186,500
Urban Water Master Plan Update (Project 12IN03)	
601-XXXX-821-8001 REGULAR LABOR - DIRECT	100,000
Sub-total Expenditures	<u>0</u>
Net Change to Water Fund Balance	<u>0</u>
<b>Fund: W/W COLLECTION OPERATING (611) (TREATMENT SHARE?)</b>	
<b>Expenditures/Transfers Out</b>	
Wastewater Master Plan Update (Project 12IN04) 50% Cost	
611-XXXX-821-8001 REGULAR LABOR - DIRECT	281,388
Sub-total Expenditures	<u>281,388</u>
Net Change to Wastewater Collection Fund Balance	<u>(281,388)</u>
<b>Fund: W/W TREATMENT OPERATING (621)</b>	
<b>Expenditures/Transfers Out</b>	
Wastewater Master Plan Update (Project 12IN04) 50% Cost	
621-XXXX-821-8001 REGULAR LABOR - DIRECT	281,388
Salt and Nutrient Management Master Plan (Project 12IN05)	
621-XXXX-821-8001 REGULAR LABOR - DIRECT	225,000
Sub-total Expenditures	<u>506,388</u>
Net Change to Wastewater Treatment Fund Balance	<u>(506,388)</u>
<b>Fund: STORM DRAIN OPERATING (353)</b>	
Storm Drain Master Plan Update (Project 12IN06)	
353-XXXX-821-8001 REGULAR LABOR - DIRECT	245,910
Sub-total Expenditures	<u>245,910</u>
Net Change to Storm Drain Fund Balance	<u>(245,910)</u>
<b>Fund: GAS TAX OPERATING (181)</b>	
Pavement Management System Plan Update (Project 12IN07)	
181-XXXX-XXX-8001 REGULAR LABOR - DIRECT	115,900
Sub-total Expenditures	<u>115,900</u>
Net Change to Gas Tax Fund Balance	<u>(115,900)</u>

Approvals	
Department Director	
Chief Financial Officer	
City Manager	

REQUIRES CITY COUNCIL AUTHORIZATION

SBA# (Finance Use Only) \_\_\_\_\_  
 BA Doc# (Finance Use Only) \_\_\_\_\_  
 Revised: 2/23/2012

