



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: February 2, 2017

Staff Contact: Darren Schulz, Public Works Director

Agenda Title: For Information Only: Presentation to inform the Board on the progress of the City's Asset Management Program. (Stephanie Hicks; SHicks@carson.org)

Staff Summary: Staff will provide an update to the Board of Supervisors regarding the implementation timeline and progress of the City's Asset Management Plan.

Agenda Action: Other/Presentation

Time Requested: 30 minutes

Proposed Motion

N/A

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

On June 2, 2016, the Board of Supervisors approved the reclassification of GIS Specialist (CCEA T1) to Asset Manager - Public Works (Unclassified S2).

Background/Issues & Analysis

On June 2, 2016, a presentation was given to the Board of Supervisors on Carson City's Geographic Information System (GIS) and how those services are related to continual improvement in Sustainable Infrastructure aka Asset Management. The Board also approved the reclassification of GIS Specialist to Asset Manager - Public Works.

Staff will present information to the Board of Supervisors regarding the progress of the City's Asset Management Program, program goals, and the proposed implementation timeline.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? ☐ Yes ☒ No

If yes, account name/number:

Is it currently budgeted? ☐ Yes ☐ No

Explanation of Fiscal Impact:

Alternatives

N/A

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



Carson City Asset Management Program Implementation Timeline

2016

2017

2018

2019

2020

Asset Inventory - Develop information on City asset inventories that will include all those assets the City is responsible for and utilize GIS as the core asset management technology.

Condition Assessment - Collect information on the condition of City assets and develop Asset Management plans for the maintenance and operation of City assets that will achieve sustainable service levels.

Asset Management will take on the following roles:

- Maintain inventory of assets
- Undertake condition assessments
- Take lead on capital planning with Engineering
- Long-term funding requirement projections
- A collaborative role with Operations to move towards formalized record keeping and transition to a more proactive maintenance and inspection focus
- Foster collaboration between Engineering, Operations, Planning and Finance
- Implement technology as a key enabler of more effective and efficient means of conducting business that supports business decisions

Capital Improvement Planning - Capital planning for replacement, renewal or new infrastructure will include Asset Management principles related to LOS, full life-cycle costing (reserve study) and an understanding of the criticality of the asset and its sustainable service levels.

Funding Mechanism Implementation - Identify funding sources for long-range planning.

CIP and Annual Budget Funding Process and Procedures - Incorporate Asset Management principles into budgeting and CIP decision-making, so that decisions are based on critical asset needs, conditions, and levels of service.

Maintenance - Develop a maintenance and preservation policy for City assets that moves the City toward an operation that achieves sustainable and high levels of performance based on agreed upon service levels.

Reporting - Create Asset Management Master Plan and report on performance in relation to this plan in periodic asset status and condition reports.