



# CITY OF INGLEWOOD

## OFFICE OF THE CITY MANAGER



**DATE:** May 2, 2023

**TO:** Mayor and Council Members

**FROM:** Public Works Department

**SUBJECT:** Resolution Amending the Fiscal Year 2022-2023 Budget to Fund Darby and Dixon Parking Lot Improvements

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### **RECOMMENDATION:**

It is recommended that the Mayor and Council Members adopt a resolution amending the Fiscal Year 2022-2023 Annual Budget, in an amount not to exceed \$831,296, to fund the proposed Darby and Dixon Parking Lot Improvements Project.

### **BACKGROUND:**

Public Works staff has prepared design plans to convert a City-owned dirt lot to a paved parking lot and restripe an existing parking lot located on Darby Avenue and at the intersection of Darby Avenue and Dixon Avenue. The planned improvements include grading, paving, bollard construction, curbing, sidewalk, and drive approaches. The project will also include required dry well and storm drain construction, fencing, trash enclosures, and installation of sod and irrigation.

The project design is complete. In order to bid the project for construction, a budget amendment is required for the Capital Improvements Program (CIP) Project P943 City Parking Rehabilitation Program.

### **DISCUSSION:**

Both lots are 126 feet by 56 feet and approximately 7,056 square feet in size. The Darby Avenue and Dixon Avenue lot currently has an unimproved dirt parking surface. However, there is potential for sixteen (16) parking spaces. Substantial improvements are required for access and efficient use of the site. Improvements are also required for the control of stormwater runoff.

The lot on Darby Avenue is currently paved and has thirteen (13) parking spaces. The site has the potential for sixteen (16) parking spaces once substantial repairs and improvements are made. Some additional repairs are required for drive approaches and street surfaces for entry to the lot. The proposed improvements will include the installation of electrical pull boxes for future installation of electric vehicle charging stations and the installation of solar-powered, pole-mounted lighting. The site requires improvements for the control of stormwater runoff as well.

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**Mayor and Council Members  
Resolution Amending FY 2022-2023 Budget  
Darby and Dixon Parking Lot Improvements  
May 2, 2023**

The proposed project improvements and upgrades will allow the parking lots to serve the community more effectively. The proposed scope of work includes the following:

- Demolition and site grading
- New PCC paved surfaces
- Sidewalk and curb ramps construction
- Drive approach construction
- Boundary wall construction
- Curb and gutter construction
- Bollard construction
- Trash enclosure construction
- Construction of a MaxWell-type dry well for water runoff control
- Construction of chain-link fencing
- Parking stall striping and pavement markings
- Signage
- Installation of new fifteen-foot lighting poles
- Installation of 5,700-lumen solar-powered lighting fixtures
- Pull boxes for future electric vehicle charging

The estimated cost of the project design and improvements is \$831,296. This amount includes a project budget contingency of ten percent (10%), in the amount of \$69,845, for any unforeseen conditions or pricing variations during construction. Work is estimated to be completed before the end of the current fiscal year. Project costs are summarized in the following table:

**Project Budget Summary**

Renovation Type	Amount
Design and plans for site improvements: <ul style="list-style-type: none"> <li>- Geotechnical investigation of soil structure for water percolation</li> <li>- Topographical survey for horizontal and vertical control</li> <li>- Signage and striping plans</li> <li>- Project support during construction</li> </ul>	Items included in the design cost
<b>Subtotal – Design and Project Support</b>	\$ 63,000.00
Parking lots construction and improvements	698,451.00
Construction contingency ten percent	69,845.00
<b>Subtotal – Construction</b>	768,296.00
<b>Estimated Project Total</b>	<b>\$831,296.00</b>

**Mayor and Council Members  
 Resolution Amending FY 2022-2023 Budget  
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The proposed resolution is to create an appropriation into Account Code No. 001.100.P943.44860, as needed, for the Darby and Dixon Parking Lot Improvements Project and not for approval to enter a contract or start construction.

Once the project has been designed and plans are provided, the project will go out to bid, and a contractor will be selected. Staff will return to City Council to request approval of a contract to construct the project.

**FINANCIAL/FUNDING ISSUES AND SOURCES:**

Adequate funds are available for the proposed budget amendment using the General Fund Reserve. Upon adoption of the proposed resolution, a budget appropriation, in the amount of \$831,296, will be available for the project under Account Code No. 001.100.P943.44860 (General Fund-Capital Projects-City Parking Rehabilitation Program-Contract Services). This amount will be used for design, parking lot construction, and improvements.

**Project Budget Amendment Summary**

Account Code No. (Account Description)	FY2022-23 Current Amount	FY2022-23 Revised Amount	FY2022-23 Amendment Total
001.100.P943.44860 (General Fund-Capital Projects-City Parking Rehabilitation Program-Contract Services)	0.00	831,296.00	831,296.00

**DESCRIPTION OF ANY ATTACHMENTS:**

Attachment No. 1 - Resolution

**PREPARED BY:**

Hunter Nguyen, Public Works Associate Engineer *HN*  
 Rae Aldridge, Management Assistant to the Director *RA*  
 Robert M. Braden, Management Consultant *RB*


**COUNCIL PRESENTER:**

Louis A. Atwell, P.E., Assistant City Manager/PW Director



**APPROVAL VERIFICATION**

**DEPARTMENT HEAD/  
ASSISTANT CITY MANAGER APPROVAL:**

  
\_\_\_\_\_  
Louis A. Atwell, PW Director/Asst. City Mngr.

**CITY MANAGER APPROVAL:**

  
\_\_\_\_\_  
Artie Fields, City Manager

# Attachment No. 1

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RESOLUTION NO.: \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF INGLEWOOD, CALIFORNIA, AMENDING  
THE FISCAL YEAR 2022-23 BUDGET TO PROVIDE  
FUNDING FOR THE DARBY DIXON PARKING LOT  
PROJECT.

WHEREAS, Public Works staff has developed a scope of work for improvements at City  
owned parking lots located on Darby Avenue and at the intersection of Darby Avenue and  
Dixon Avenue; and

WHEREAS, this budget amendment will provide the funding for the project and will  
track said funds.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of  
Inglewood, California, does hereby:

Section 1. Amend the City's 2022-2023 fiscal year budget as shown in Exhibit "A,"  
which is attached to this resolution and incorporated herein as if set forth in full.

Section 2. Request that the City Clerk shall certify the adoption of this resolution,  
and the same shall be in full force and effect immediately upon adoption.

Passed, approved and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023  
CITY OF INGLEWOOD:

\_\_\_\_\_  
James T. Butts, Jr.,  
Mayor

ATTEST:  
  
\_\_\_\_\_  
Aisha L. Thompson,  
City Clerk

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# Exhibit A

EXHIBIT A  
BUDGET AMENDMENT

Fund: 001  
Agency: 100  
Orgn: P943

Revenue Code	Revenue Source	Current Budget FY 22/23	Amended Budget	Increase / Decrease
	General Fund	0.00	831,296.00	831,296.00
	Total	0.00	831,296.00	831,296.00

Revenue Source: General Fund Reserve

Fund: 001  
Agency: 100  
Orgn: P943

Expenditure Code	Expenditure Description	Current Budget FY 22/23	Amended Budget	Increase / Decrease
44860	Contract Services	0.00	831,296.00	831,296.00
	Total	0.00	831,296.00	831,296.00