



# STAFF REPORT

**Meeting Date:** April 21, 2021  
**To:** Board of Directors  
**From:** Michael J. Aho – District Administrator  
**Subject:** Discussion and Possible Action Regarding the Proposed Fiscal Year 2020-2023 Capital Improvement Plan  
**Prepared by:** Katy Coss - Recreation Superintendent

**I. Recommendation**

Approve the attached 2020-2023 three-year Capital Improvement Plan.

**II. Background**

Staff first developed the 2020-2021 Capital Improvement Plan (Attachment A) as part of the three-year (2019-2022) Capital Improvement Plan presented to the Board at the April 15, 2020 Regular Board Meeting. The current single-year proposal is a revision of the three-year plan, continuing the three-year capital planning process based on the District’s current and future capital needs, Committee/Board feedback and priorities, and available funding.

Staff met with the Capital Improvements & Construction Committee on April 15, 2021. The attached plan reflects their comments.

**IV. Financial Analysis**

Estimated costs for the Capital Improvement Plan outlined in Attachment B.

Respectfully Submitted,

Michael J. Aho  
District Administrator

Attachment A – 2020-2021 Capital Improvement Plan (Approved April 4/15/2020)  
Attachment B – 2020-2023 Capital Improvement Plan (New)

# 2020-2021 Capital Budget Worksheet

Approved April 15, 2020

Reason	Project	Projected Cost	Funding Source(s)	Notes
Additional Park Land	Swallow Way	\$ 634,200	Measure J, Impact Fees, Prop 68	\$200K coming from Measure J Funds, total cost is \$834,200
ADA	Preschool Restroom & Flooring Renovation	\$ 100,000	General Fund / In Lieu / ADA Funds	Restrooms not ADA compliant & flooring is not level or 100% intact
Asset Protection	Miller Park Paving (lot behind tennis courts)	\$ 75,000	General Fund / In Lieu	Increased longevity of tennis court surface (save \$).
Safety / ADA / Improved Service	Miller Park Picnic Pavilion - 75'x150'	\$ 150,000	Impact Fees	Replace existing area w/a new covered area. Add picnic tables, BBQ's, water & electrical access, and make the entire facility ADA accessible from the parking lot.

**Total \$ 959,200**

## Remaining Projects Proposed for Future Planning

Reason	Asset	Projected Cost	Funding Source(s)	Notes
Partnership	Phoenix Park Dog Park Improvements	\$ 100,000	In Lieu / Partnership	Shade structures, signs, access ramp, etc. 2021/2022
Operational	Master Plan Development - Start the Process	\$ 150,000	Impact	Update of the 2010 Master Plan due in 2020
Asset Protection	Fair Oaks Park - Picnic Table Replacements	\$ 20,000	General Fund / In Lieu	Future bulk replacement will be needed. 2022+
↑ Rev / Additional Services	Recreation Van (ADA Accessible)	\$ 20,000	Reserves	Increases senior programming 7 other rec services (increases revenue). 2022+
↑ Operational Efficiency	HVAC Replacements	\$ 50,000		Cost varies depending on the facility. 2022+
Safety	Bannister Park Parking Lot Repairs	\$ 25,000		Pervious surface currently. 2022+
Safety	Miller Park Tennis Court Resurface	\$ 75,000	In Lieu / Partnership	Future Planning 2022+

**Total \$ 440,000**

ATTACHMENT B  
**2020-2021 Capital Budget Worksheet**

Presented on April 21, 2021

Reason	Project	Projected Cost	Funding Source(s)	Notes
Additional Park Land	Swallow Way	\$ 634,200	Measure J, Impact Fees, Prop 68	\$200K coming from Measure J Funds, total cost is \$834,200
ADA/Operational Efficiency/Safety	District Office Upgrades	\$ 71,000	General Fund / ADA Fund	Accessibility/Inclusion Features, Employee/visitor health and well-being, aesthetic upgrades and repairs.

**Total \$ 705,200**

**Remaining Projects Proposed for Future Planning**

Reason	Asset	Projected Cost	Funding Source(s)	Notes
Partnership	Phoenix Park Dog Park Improvements	\$ 100,000	In Lieu / Partnership	Shade structures, signs, access ramp, etc. 2021/2022
Operational	Master Plan Development - Start the Process	\$ 150,000	Impact	Update of the 2010 Master Plan due in 2020
Asset Protection	Fair Oaks Park - Picnic Table Replacements	\$ 20,000	General Fund / In Lieu	Future bulk replacement will be needed. 2022+
↑ Rev / Additional Services	Recreation Van (ADA Accessible)	\$ 20,000	Reserves	Increases senior programming 7 other rec services (increases revenue). 2022+
Safety	Bannister Park Parking Lot Repairs	\$ 25,000		Pervious surface currently. 2022+
Safety	Miller Park Tennis Court Resurface	\$ 75,000	In Lieu / Partnership	Future Planning 2022+

**Total \$ 390,000**

# 2021-2022 Capital Budget Worksheet

Presented on April 21, 2021

Reason	Project	Projected Cost	Funding Source(s)	Notes
Asset Protection	Paving (Preschool, Phx Garden Lot, Miller Rear)	\$ 1,966,605	General Fund / In Lieu / Measure J	Preschool & Miller = General Fund / Phx = Measure J
Partnership	Phoenix Park Dog Park Improvements	\$ 100,000	In Lieu / Partnership	Shade structures
<b>Safety / ADA / Improved Service</b>	<b>Covered Picnic Pavilion(s)</b>	<b>\$ 150,000</b>	<b>Impact Fees</b>	<b>Originally proposed for Miller Park. Due to the compaction of the park, staff and the committee both recommend investigating different park locations, sizes, and number of pavilions (1-3 smaller pavilions).</b>

**Total \$ 2,216,605**

## Remaining Projects Proposed for Future Planning

Reason	Asset	Projected Cost	Funding Source(s)	Notes
ADA	Preschool Interior- Restrooms, Flooring, HVAC, etc.	\$ 410,000	General Fund / In Lieu / ADA Funds	Restrooms not ADA compliant & flooring is not level or 100% intact
Operational	Master Plan Development - Start the Process	\$ 150,000	Impact	Update of the 2010 Master Plan due in 2020
Asset Protection	Fair Oaks Park - Picnic Table Replacements	\$ 20,000	General Fund / In Lieu	Future bulk replacement will be needed. 2022+
↑ Rev / Additional Services	Recreation Van (ADA Accessible)	\$ 20,000	Reserves	Increases senior programming 7 other rec services (increases revenue). 2022+
Safety	Bannister Park Parking Lot Repairs	\$ 25,000		Pervious surface currently. 2022+
Safety	Miller Park Tennis Court Resurface	\$ 75,000	In Lieu / Partnership	Future Planning 2022+

**Total \$ 700,000**

# 2022-2023 Capital Budget Worksheet

Presented on April 21, 2021

Reason	Project	Projected Cost	Funding Source(s)	Notes
ADA	Preschool Interior- Restrooms, Flooring, HVAC, etc.	\$ 410,000	General Fund / In Lieu / ADA Funds	Restrooms not ADA compliant & flooring is not level or 100% intact

**Total \$ 410,000**

## Remaining Projects Proposed for Future Planning

Reason	Asset	Projected Cost	Funding Source(s)	Notes
Operational	Master Plan Development - Start the Process	\$ 150,000	Impact	Update of the 2010 Master Plan due in 2020
Asset Protection	Fair Oaks Park - Picnic Table Replacements	\$ 20,000	General Fund / In Lieu	Future bulk replacement will be needed. 2022+
↑ Rev / Additional Services	Recreation Van (ADA Accessible)	\$ 20,000	Reserves	Increases senior programming 7 other rec services (increases revenue). 2022+
Safety	Bannister Park Parking Lot Repairs	\$ 25,000		Pervious surface currently. 2022+
Safety	Miller Park Tennis Court Resurface	\$ 75,000	In Lieu / Partnership	Future Planning 2022+

**Total \$ 290,000**