



# STAFF REPORT

**Meeting Date:** April 20, 2022  
**To:** Board of Directors  
**From:** Michael J. Aho – District Administrator  
**Subject:** Discussion & Possible Action Regarding the Proposed Fiscal Year 2021-2024 Capital Improvement Plan  
**Prepared by:** Katy Coss-Recreation Superintendent  
Sean Ventura – Parks & Facilities Manager

**I. Recommendation**

Approve the attached 2021-2024 three-year Capital Improvement Plan.

**II. Background**

Staff first developed the Capital Improvement Plan (Attachment A) as part of the three-year (2021-2023) Capital Improvement Plan presented to the Board at the April 21, 2021, Regular Board Meeting. The current three-year proposal is a revision of the 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, 2022. The attached plan reflects their comments.

**IV. Financial Analysis**

Estimated costs for the Capital Improvement Plan are outlined in Attachments B and C.

Respectfully Submitted,

Michael J. Aho  
District Administrator

Attachment A – 2021/2022 Capital Improvement Plan (Approved 4/21/2021)  
Attachment B – 2022/2023 Capital Improvement Plan (New)  
Attachment C – 2023/2024 Capital Improvement Plan (New)

ATTACHMENT A  
**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 pavillions). Moved to future years.</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**

ATTACHMENT B  
**2022-2023 Capital Budget Worksheet**

Presented on April 20, 2022

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
ADA	ADA Event Equipment (portable pathway)	\$ 15,000	ADA Funds / Reserves	Annual request for the next two fiscal years
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 \$ 2,391,605**

**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/Garbage Can Replacements	\$ 20,000	General Fund / In Lieu	Annual request for the next two fiscal years
↑ 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 / ADA / Improved Service	Covered Picnic Pavilion(s)	\$ 150,000	Impact Fees	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 pavillions).
ADA	ADA Event Equipment (portable pathway)	\$ 10,000	ADA Funds / Reserves	Annual request for the next two fiscal years
Safety	Miller Park Tennis Court Resurface	\$ 75,000	In Lieu / Partnership	Future Planning 2022+

**Total \$ 450,000**

ATTACHMENT C  
**2023-2024 Capital Budget Worksheet**

Presented on April 20, 2022

Reason	Project	Projected Cost	Funding Source(s)	Notes
ADA	ADA Event Equipment (portable pathway)	\$ 10,000	ADA Funds / Reserves	Annual request for the next two fiscal years
Asset Protection	Fair Oaks Park - Picnic Table/Garbage Can Replacements	\$ 20,000	General Fund / In Lieu	Annual request for the next two fiscal years

**Total \$ 30,000**

**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/Garbage Can Replacements	\$ 20,000	General Fund / In Lieu	Annual request for the next two fiscal years
↑ 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 / ADA / Improved Service	Covered Picnic Pavilion(s)	\$ 150,000	Impact Fees	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 pavillions).
ADA	ADA Event Equipment (portable pathway)	\$ 10,000	ADA Funds / Reserves	Annual request for the next two fiscal years
Safety	Miller Park Tennis Court Resurface	\$ 75,000	In Lieu / Partnership	Future Planning 2022+

**Total \$ 450,000**