

# CITY COUNCIL COMMITTEE

## SPECIAL MEETING

# RECREATION, CULTURAL AFFAIRS & COMMUNITY SERVICES

Tim Grayson, Chair

Laura Hoffmeister, Committee Member

5:30 p.m., Monday, January 25, 2016

Building A, Garden Conference Room  
1950 Parkside Drive, Concord

## - A G E N D A -

### ROLL CALL

### STAFF PRESENT

1. **UPDATE** – Provide Project Update Information For Ellis Lake Park and Meadow Homes Park. Report by Mark Migliore, Associate Civil Engineer.
2. **CONSIDERATION** - Measure WW Funding Reallocation. Report by Mark Migliore, Associate Civil Engineer.
3. **ADJOURNMENT**

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Robert Ovadia, City Engineer  
Mark Migliore, Senior Civil Engineer  
Russ Norris, Police Lieutenant  
Justin Ezell, Director of Public Works

Steve Voorhies, Parks Manager  
Joelle Fockler, City Clerk

**REPORT TO COUNCIL COMMITTEE ON RECREATION, CULTURAL  
AFFAIRS AND COMMUNITY SERVICES****TO HONORABLE COMMITTEE MEMBERS:**

DATE: January 25, 2016

**SUBJECT:     **PROVIDE PROJECT UPDATE INFORMATION FOR  
ELLIS LAKE PARK AND MEADOW HOMES PARK******Report in Brief**

In June 2015, the City Council approved several Parks-related Capital Improvement Program (CIP) projects located in Ellis Lake Park and Meadow Homes Park. These include Ellis Lake Restroom Improvements (PJ 2349), Ellis Lake Park and Playground Improvements (PJ 2351) and Meadow Homes Playground Improvements (PJ 2352). Staff presented information to the Parks, Recreation and Open Space Commission to update them on the status of these projects on January 20, 2016. Staff received input for each project and concurrence on the intended plan for execution of the projects.

Staff recommends that the Recreation, Cultural Affairs and Community Services Committee (Committee) receive information on these Parks-related projects; and provide guidance to staff as desired.

**Background**

In June 2015, the City Council approved the City's FY 2015-16 Capital Improvement Program (CIP) Budget. Within this 2015-16 CIP Budget are the following three approved projects: Ellis Lake Restroom Improvements (PJ 2349), Ellis Lake Park & Playground Improvements (PJ 2351) and Meadow Homes Playground Improvements (PJ 2352). The Ellis Lake Restroom Improvements project will provide a pre-fabricated restroom building and is fully funded with \$325,000 of Measure Q funds. The Ellis Lake Park & Playground Improvements project will provide an expanded playground designed for 2-5 year olds, provide additional lighting, install a lakefront border, and provide additional benches. This project is being funded by the general fund; as well as a proposed reallocation of Measure WW funds. The Meadow Homes Playground Installation project, which is not fully funded, will provide a multi-age playground near the Meadow Homes Spray Park; and will be funded by a combination of Parkland funds, a proposed Measure WW fund reallocation; and yet to be obtained grant funding.

The current estimated project schedules call for the restroom at Ellis Lake Park to be constructed by the end of June 2016, the Playground and Park Improvements at Ellis Lake Park to be constructed by the end of the September 2016, and the design of Meadow Homes Playground project to be completed by June 2016. Construction associated with the Meadow Homes Playground Installation project was pending funding of the project.

On January 20, 2016, staff met with the Parks, Recreation and Open Space Commission (PROSC). A staff report was presented to the PROSC to update them on the status of these projects (Attachment A).

## **Discussion**

### *Ellis Lake Park Restroom*

City staff hired a design consultant to assist in selection of the prefabricated restroom building, site selection, and to design the required site improvements to allow for building installation. These site improvements include grading, utility service connections, accessible pathways and other related improvements. City staff (including the Police, Public Works, Park and Recreation Department staff) has reviewed various site and layout options presented by the consultant. A conceptual site plan of the restroom has been developed and is included in the attached PROSC report (Attachment A). The selected location provides optimal accessibility and visibility. The proposed restroom building is comprised of four individual stalls, including two ADA compliant stalls and is intended to be designed contextually with the nearby building, using horizontal siding and a composite roof.

Staff was requested to attend a community meeting hosted by the Central County Regional Group (CCRG) on January 13, 2016, to receive input from the community regarding the proposed restroom design. The group was generally pleased with the location and general configuration of the structure (four stall concept). Input received included, among other items, suggestions to include security cameras, maintain a gap at the bottom of the entry doors, occupancy sensors, automatic locks, and to convert one of the stalls into a child-friendly or family stall with multiple low height fixtures.

Staff presented the conceptual layout as well as feedback received from the January 13, 2016 meeting to the PROSC on January 20, 2016. The PROSC affirmed the proposed location and layout and recommended that staff include a bottle filling station with the drinking fountains and that one of the stalls be designated as a family stall with lower fixtures and a changing table.

Based on the feedback received from the Committee, staff will research the suggested features with each of the potential building manufacturers as to feasibility and will continue to coordinate with the Police Department to ensure Crime Prevention Through Environmental Design (CPTED) concepts are incorporated into the final plans.

### *Ellis Lake Park and Playground Improvements*

City staff hired a design consultant to design the playground and park improvements. City staff (including the Police, Public Works, Park and Recreation Department staff) has reviewed various site and layout options presented by the consultant. The most recent conceptual design is included in the attached PROSC report (Attachment A). In addition to expanding the playground to provide the requested play area for ages 2-5, the site is expanded to allow relocation of the swing structure to provide a more complete play experience for park users. The estimated cost of the conceptual design shown in the attachment exceeds the approved budget by approximately \$130,000. Staff presented the conceptual layout to the PROSC on January 20, 2016, and indicated that staff would be looking at options to move the swings in a smaller footprint at a slightly lower cost. The PROSC affirmed the recommendation to move the swings to the combined play area.

**PROVIDE PROJECT UPDATE INFORMATION FOR  
ELLIS LAKE PARK AND MEADOW HOMES PARK**

January 25, 2016

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With this Committee's feedback, staff would like to proceed with a modified option which would expand the play area to include the swings that can be completed with a budget augmentation of \$100,000. Staff has identified the availability of \$75,000 in additional Measure WW funds that can be allocated to this project. The remaining \$25,000 will be required from other local sources.

*Meadow Homes Playground*

City staff has recently awarded a task order to a landscape architect to begin the design process for the Meadow Homes Playground project. A project location map is included as an attachment in the PROSC report (Attachment A). A kick-off meeting was held on January 11, 2016 to review the project schedule, proposed project budget, and provide additional guidance to the designer. Initial concepts are expected to be available in the March 2016 timeframe.

**Fiscal Impact**

Funding for the Ellis Lake Restroom Improvements (PJ 2349), Ellis Lake Park and Playground Improvements (PJ 2351), and partial funding for the Meadow Homes Playground Improvements (PJ 2352) has been approved by the City Council as part of the FY 2015-16 Capital Improvement Program, subject to approval of Measure WW funding reallocation by the Eastbay Regional Parks District. The incorporation of suggested expansion of the playground at Ellis Lake Park to include the swing structure will impact the project budget and require additional funding. Based on the Committee's recommendations, Engineering staff would seek Council authorization for allocation of the additional Measure WW funds as well as local funds to fund the improvements. Additionally, based on feedback received from the Committee regarding the restrooms at Ellis Lake Park, staff will review the associated costs against the available budget.

**Public Contact**

The Committee Agenda has been posted.

**PROSC Recommendation**

As stated in the Discussion section above, the PROSC was in general support of and in concurrence with the City's plan for the improvements at Ellis Lake Park and Meadow Homes Park. Commissioners concurred with the recommendation that one stall in the new Ellis Lake Park restroom be converted to a "family- style" restroom with child size fixtures, if feasible. Also for the Ellis Lake Park Restroom project, Commissioners provided input to install a water bottle filler station at the drinking fountain, and were in favor of the automatic water shut-off at the appropriate time as well as electronic door locks. For the Ellis Lake Park Playground, the Commission expressed satisfaction with the design of both the Newhall Park and Baldwin Park facilities, and suggested these as possible examples to follow for this design. For the Meadow Homes Playground, due to the proximity to the single family homes, the Commission recommended finding playground equipment that would be as low to the ground as feasible to minimize the visible impact to the adjacent homeowners.

**PROVIDE PROJECT UPDATE INFORMATION FOR  
ELLIS LAKE PARK AND MEADOW HOMES PARK**

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Input obtained from the PROSC meeting, as well as any direction from the Recreation, Cultural Affairs and Community Services Committee will be passed on to the respective designers for incorporation into the projects. As the project designs for the playgrounds are, staff will meet with community representatives to regarding final equipment selection.

**Recommendation for Action**

Staff recommends that the Recreation, Cultural Affairs and Community Services Committee receive project update information for Ellis Lake Park and Meadow Homes Park; and provide guidance to staff as desired.

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Attachment A: PROSC Report dated January 20, 2016 w/ attachments



## REPORT TO PARKS, RECREATION &amp; OPEN SPACE COMMISSION

DATE: January 20, 2016

**SUBJECT: ELLIS LAKE PARK AND MEADOW HOMES PARK CIP PROJECT UPDATES****Report in Brief**

The City Council approved several Parks-related projects in June 2015 in Ellis Lake Park and Meadow Homes Park. These include Ellis Lake Restroom Improvements (PJ 2349), Ellis Lake Park and Playground Improvements (PJ 2351), and Meadow Homes Playground Improvements (PJ 2352). This report presents an update on the status of these three projects. Additionally, staff is requesting feedback from the Parks Recreation & Open Space Commission (Commission) on certain design elements of the projects.

Staff recommends that the Commission receive information on Parks-related projects; and provide guidance to staff as desired.

**Background**

In June 2015, the City Council approved the City's FY 2015-16 Capital Improvement Program Budget including these three projects: Ellis Lake Restroom Building (PJ 2349); Ellis Lake Park Playground and Park Improvements (PJ 2351) and Meadow Homes Park Playground Installation (PJ 2352). The Ellis Lake Restroom Building project will provide a pre-fabricated restroom building and is funded with \$325,000 of Measure Q funds. The Ellis Lake Park Playground and Park Improvements project will provide an expanded playground for 2-5 year olds, provide additional lighting, install lakefront border safety improvements, and provide additional benches. This project is being funded by the General Fund; as well as a proposed reallocation of Measure WW funds. The Meadow Homes Park Playground Installation project will provide a multi-age playground for park patrons; and is currently only partially funded by a combination of Parkland funds and a proposed Measure WW fund reallocation See Attachments 1 and 2 for project location maps.

The current project schedules call for the restroom building at Ellis Lake Park to be completed by the end of June 2016, the playground and park improvements at Ellis Lake Park to be completed by the end of September 2016, and the design of the Meadow Homes Park playground installation to be completed by the end of June 2016. Construction of the playground at Meadow Homes will be dependent on when full funding of the project occurs.

**Discussion**

Ellis Lake Park Restroom

City staff hired a design consultant to assist in selection of the prefabricated restroom building, site selection, and to design the required site improvements to allow for building installation. These site improvements include grading, utility service connections, accessible pathways and other related improvements. City staff (including the Police, Public Works, Park and Recreation Department staff) have reviewed various site and layout options presented by the consultant. A conceptual site plan of the restroom has been developed (Attachment 3). The selected location provides optimal accessibility and visibility. The proposed restroom building is comprised of four individual stalls, including two ADA compliant stalls and is intended to be designed contextually with the nearby building, using horizontal siding and a composite roof.

Staff was requested to attend a community meeting hosted by the Central County Regional Group (CCRG) on January 13, 2016, to receive input from the community regarding the proposed restroom design. The group was generally happy with the location and general configuration of the structure (four stall concept). Input received included, among other items, suggestions to include security cameras, maintain a gap at the bottom of the entry doors, occupancy sensors, automatic locks, and to convert one of the stalls into a child-friendly or family stall with multiple low height fixtures. Staff will be researching the feasibility of such options with the designer and the building manufacturer, as well as coordinate a Crime Prevention Through Environmental Design (CPTED) review of the project with the Police Department.

Ellis Lake Park Playground and Park Improvements

City staff hired a design consultant to design the playground and park improvements. City staff (including the Police, Public Works, Park and Recreation Department staff) have reviewed various site and layout options presented by the consultant. The proposed conceptual design is included as Attachment 4. In addition to expanding the playground to provide the requested play area for ages 2-5, the site is expanded to allow relocation of the swing structure to provide a more complete play experience for park users. The proposed conceptual design exceeds the approved budget of \$390,000 and additional funding will be required.

Meadow Homes Playground

City staff recently selected a design consultant and authorized the consultant to begin development of the conceptual playground layouts. Staff anticipates the initial concepts will be ready for review in March 2016.

Staff seeks input from the Commission regarding the conceptual designs (Attachments 3 and 4) and the suggestions on the Ellis Lake Park Bathroom design received from the community meeting. Staff will also bring the presented information and this Commission's recommendations to the Council's Recreation, Cultural Affairs and Community Services Committee (Committee) for review and guidance.

**Fiscal Impact**

Funding for the Ellis Lake Restroom Improvements (PJ 2349), Ellis Lake Park and Playground Improvements (PJ 2351), and partial funding for the Meadow Homes Playground Improvements (PJ 2352) has been approved by the City Council as part of the FY 2015-16 Capital Improvement Program, subject to approval of Measure WW funding reallocation by the Eastbay Regional Parks District. The incorporation of suggested



expansion of the playground at Ellis Lake Park to include the swing structure will impact the project budget and require additional funding. Engineering staff intends to seek Council authorization for these additional funds. Based on feedback received from the Commission and the Committee regarding the restrooms at Ellis Lake Park, staff will review the associated costs against the available budget.

**Public Contact**

The PROSC agenda was posted in accordance with legal requirements.

**Recommendation for Action**

Staff recommends that the Parks, Recreation and Open Space Commission receive information on, and provide guidance to staff on the conceptual designs presented and the community feedback received.

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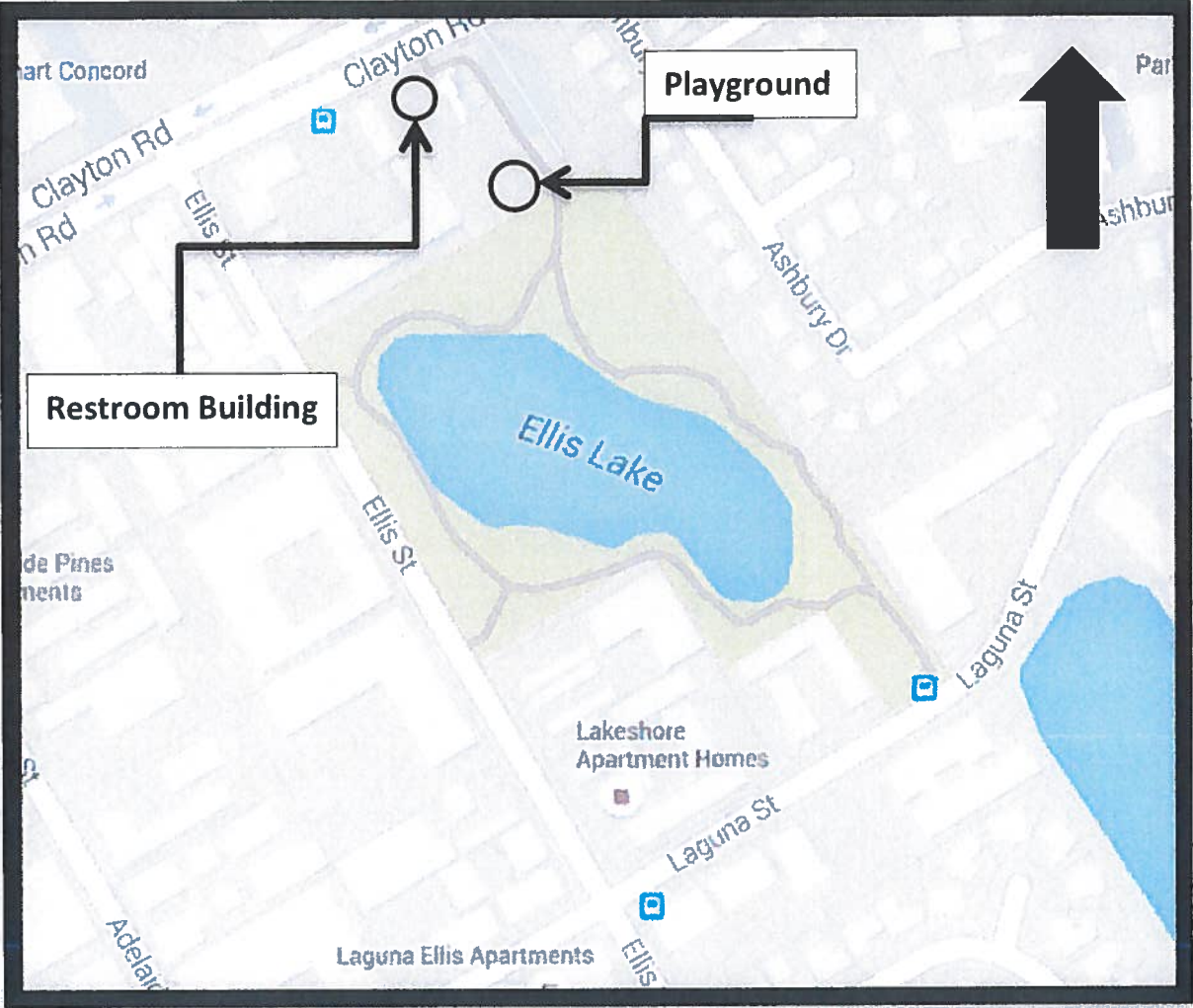


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- Attachment 1: Location map for Ellis Lake projects
- Attachment 2: Meadow Homes Project Location map
- Attachment 3: Revised Site Plan for Ellis Lake Restroom/Playground
- Attachment 4: Conceptual Plan for Ellis Lake Playground

**Location Map**



**PROJECT NOS. 2349 & 2351**

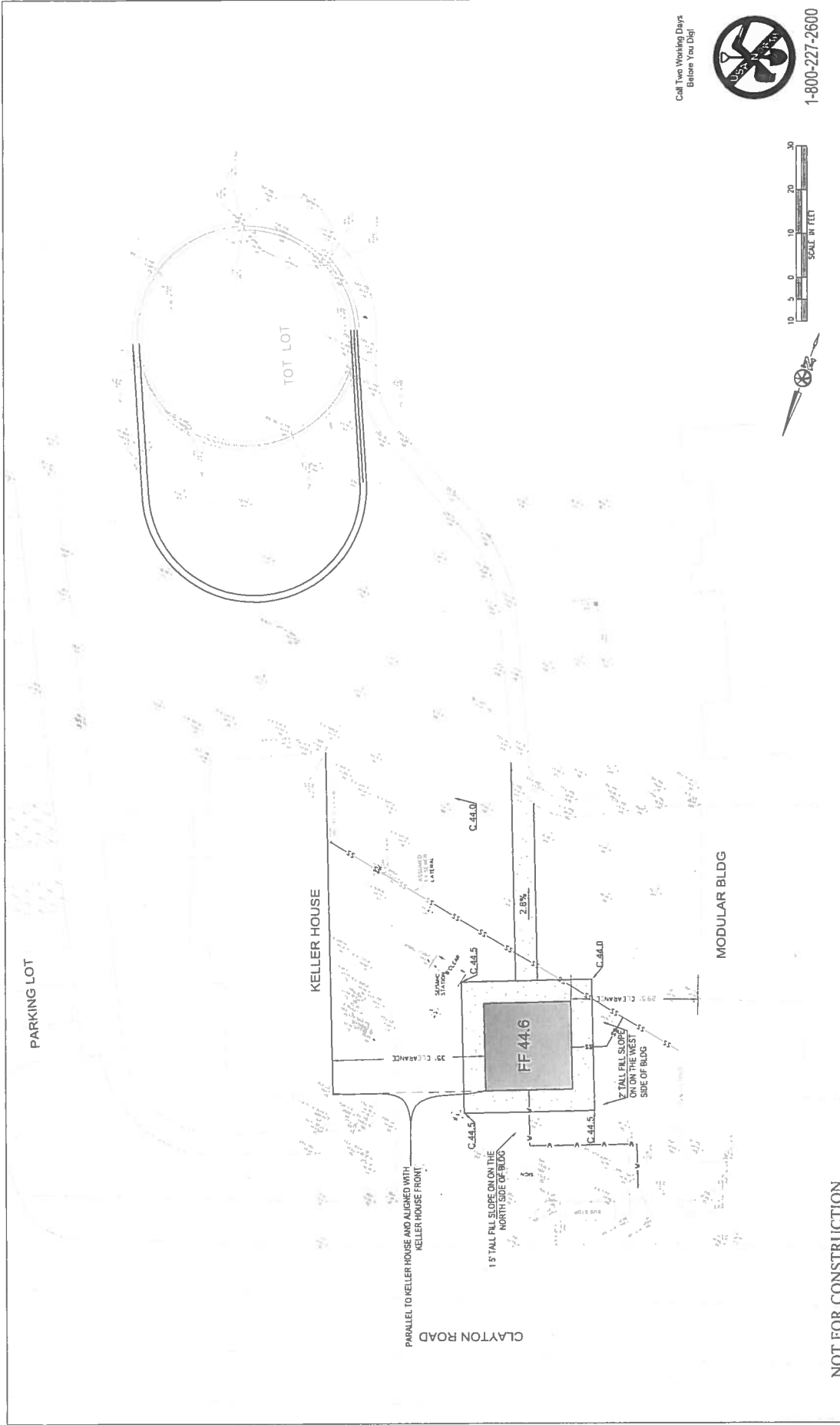
**Ellis Lake Restroom Improvements (2349) & Ellis Lake Park and Playground  
Improvements (2351)**

**NO SCALE**

**Location Map**



**Project No. 2352**  
**Meadow Homes Playground Improvements**  
**NO SCALE**



Call Two Working Days Before You Dig!

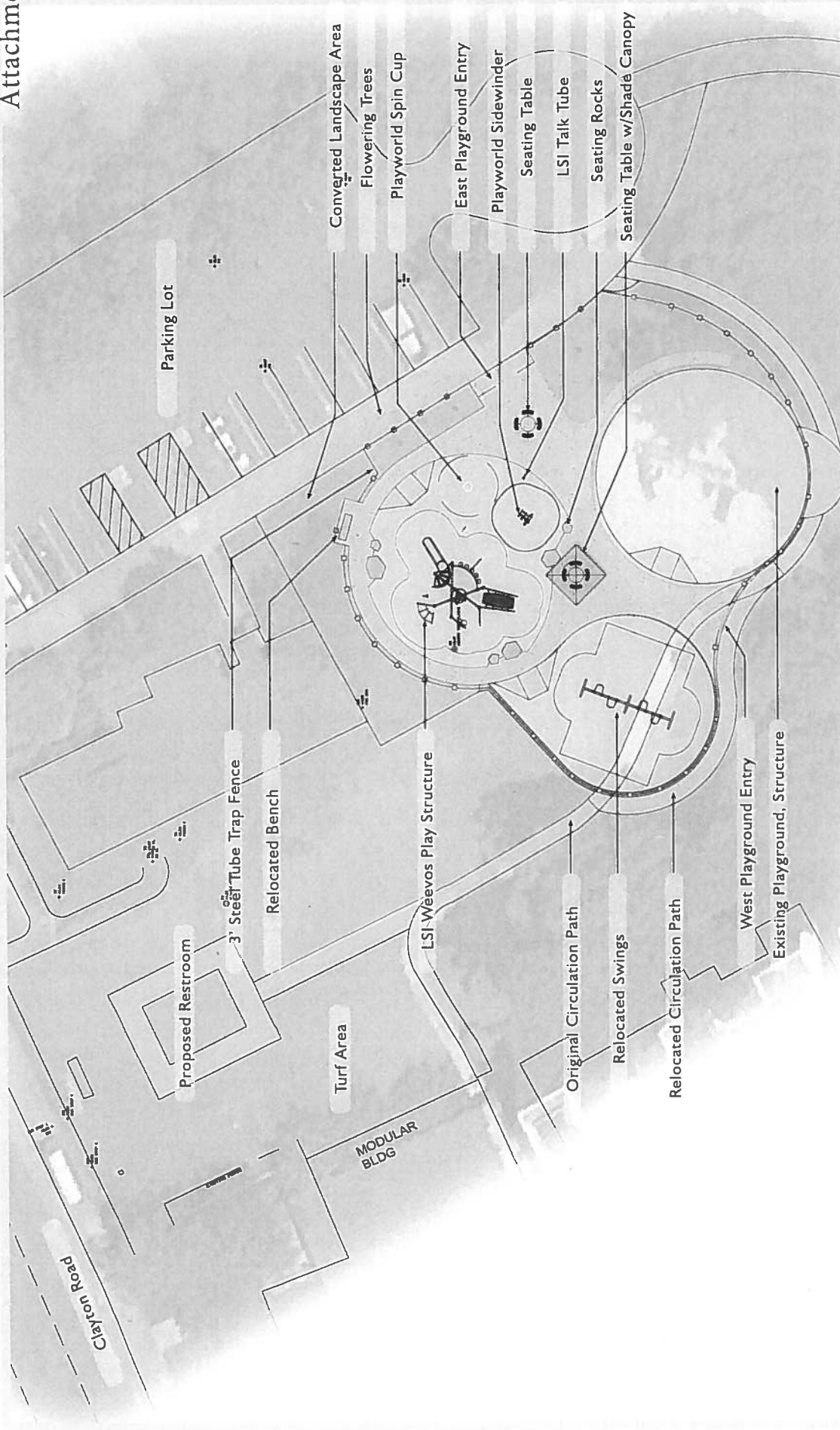


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<p>DATE: OCTOBER 2015</p> <p>SCALE: AS SHOWN</p> <p>DESIGN BY: DL</p> <p>DRAWN BY: HS</p> <p>CHECKED BY: DL</p>		<p>REVISIONS</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NO.	DESCRIPTION	DATE													<p>RECORD DRAWING</p> <p>INSTRUMENT AUTHORITY:</p> <p>PROJECT NUMBER:</p> <p>DRAWN BY:</p> <p>CHECKED BY:</p> <p>DATE:</p>		<p><b>Bellecci &amp; Associates, Inc.</b></p> <p>REGISTERED PROFESSIONAL ENGINEERS</p> <p>1901 East Center Point, Suite 102, Walnut Creek, CA 94597</p> <p>Phone: (925) 938-0888</p>		<p><b>City of Concord</b></p> <p>BUILDING ENGINEERING AND HEALTHHOOD SERVICES</p> <p>1950 Parkside Drive MS404</p> <p>Concord, CA 94520</p> <p>Phone: (925) 671-3361</p>		<p>ELLIS LAKE PARK</p> <p>CONCEPT BLDG LAYOUT PLAN - OPTION 5</p> <p>CONCORD CONTRA COSTA COUNTY CALIFORNIA</p>		<p>SHEET C2.0</p> <p>OF 2 SHEETS</p> <p>PROJ. NO. 15148</p>	
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NOT FOR CONSTRUCTION

Attachment 4



**REPORT TO COUNCIL COMMITTEE ON RECREATION, CULTURAL  
AFFAIRS AND COMMUNITY SERVICES****TO HONORABLE COMMITTEE MEMBERS:**

DATE: January 25, 2016

**SUBJECT: MEASURE WW FUNDING REALLOCATION****Report in Brief**

Measure WW projects were approved in February 2011 totaling \$5.36 million. Funding was approved by the East Bay Regional Park District (EBRPD), and their guidelines stipulate that all funding must be expended by December 31, 2018. Most of the City's Measure WW projects have been completed, but a residual balance of approximately \$365,000 remained. With the approval of the 2015-2016 Capital Improvement Program (CIP), the City Council approved the reallocation of \$360,000 of these funds for improvements at Ellis Lake Park and Meadow Homes Park.

Two CIP projects funded with Measure WW monies are expected to have budget savings that could be reallocated to the Ellis Lake Park and Meadow Homes Park CIP projects. When the Replace Pump System Components at 4 Park Locations project (Project 2242) is completed, a residual balance of approximately \$220,000 is expected. Funds from the ADA Barrier Removal for City Facilities (Park Facilities) (Project 2206) are also being recommended for reallocation.

The EBRPD must approve Measure WW fund reallocations prior to expenditure. This approval is coordinated through an annual application cycle. EBRPD has released its call for applications with a deadline of March 31, 2016. If the City's application is approved, funds are expected to be available in June 2016.

Staff recommends that the Council Committee on Recreation, Cultural Affairs and Community Services review this information, provide direction to staff and authorize staff to present recommendations for Measure WW reallocation to the full City Council.

**Background**

In February 2011, the City Council approved Measure WW projects which included ADA Park Improvements (Project No. 2206) and Pump Repairs at Various Parks (Project No. 2242). These were funded with \$190,000 and \$756,000 in Measure WW funds, respectively. As the Measure WW fund administrator, the EBRPD guidelines require Measure WW funding to be expended by December 31, 2018. To meet the expenditure deadline, design for Measure WW projects should start design no later than the 2016-2017 fiscal year. EBRPD must approve any proposed fund reallocations prior to expenditure. If the EBRPD approves the City's funding reallocation request, which must be made by March 31, 2016, the funds should be available in June 2016. It should be noted that Measure WW funds cannot be used for reimbursement of staff costs, including project related staff costs.

## MEASURE WW FUNDING REALLOCATION

January 25, 2016

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The Measure WW expenditure plan and projects that were approved by the City Council and EBRPD in 2011 totaled approximately \$5.36 Million. The majority of these Measure WW funded projects have been completed under budget, leaving a residual balance of \$365,000. In June 2015, the City Council, through the approval of the Capital Improvement Program, indicated a desire to reallocate \$290,000 of these funds to the Ellis Lake Park Playground and Parks Improvement project and the remaining \$70,000 to the Meadow Homes Park Playground Installation project.

The Replace Pump System Components at 4 Park Locations project (Project 2242), administered by the Public Works Department, has been initiated and pump equipment has been ordered for Concord Community Park (the first of four parks included in the project). Installation of the equipment at Concord Community Park is anticipated in January 2016. Completion of the pump system improvements at the four parks (Cambridge Park, Concord Community Park, Ellis Lake Park, and Newhall Park) is anticipated by the end of FY 2016-17. Based on the initial costs associated with Concord Community Park, it is estimated that the project can be completed approximately \$220,000 below the approved Measure WW Project allocation.

The ADA Barrier Removal for City Facilities (Park Facilities) [Project 2206] includes an appropriation of \$190,000 for various accessibility improvements at Brazil Quarry Park, Cambridge Park, Concord Community Park, and Dave Brubeck Park. Staff proposes to reallocate Measure WW funding from this project to improvements at Ellis Lake Park and Meadow Homes Park.

### Discussion

As outlined above, the residual balance of Measure WW funds available for reallocation is approximately \$775,000, with \$365,000 available from previous Measure WW projects coming in under budget and by reallocating \$410,000 from other projects. Through the approval of the FY 2015-16 Capital Improvement Program (CIP), the City Council prioritized the appropriation of Measure WW residual funds for improvements at Ellis Lake Park (\$290,000) and Meadow Homes Park (\$70,000). These appropriations acknowledged the need to apply to EBRPD for the reallocation of the available funds. Additionally, the approved CIP budget for Meadow Homes Park identified a funding gap (unfunded need) of \$195,000 and authorized staff to work with community leaders to research potential grant opportunities or community sponsored/community build options to close this funding gap.

As the conceptual designs have been completed for the playground expansion at Ellis Lake Park, the preliminary cost estimates have increased above the level of the existing budget to provide a reasonably sized play structure with relocated swings. The estimated cost of the most recent conceptual design exceeds the approved budget by approximately \$130,000. Staff would like to proceed with a modified option which would expand the play area to include the swings that can be completed with a budget augmentation of \$100,000. Staff recommends increasing the Measure WW allocation to this project by \$75,000 (from \$290,000 to \$365,000) to partially offset the cost of the expanded play area. Based on direction from the Committee, staff would work with the designer to refine the design and associated costs to fit with the expanded budget.

Engineering staff has also reviewed the scope of the proposed improvements included in the ADA Barrier Removal for City Facilities (Park Facilities) project [Project 2206] with the Public Works and Park and Recreation Departments regarding priority accessibility needs within the City Parks system. Upon

review, the Departments agreed that significant repairs are needed to the pathways at Ellis Lake Park and that these needs are greater than those proposed in the initial project scope. The preliminary estimated cost of this pathway improvement project is \$185,000. Staff recommends allocating \$145,000 in Measure WW funds to address these needs. Staff plans to identify the potential sources to fully fund this project as it is brought to the full Council for consideration.

Staff recommended Measure WW funding reallocation is provided in Attachment B and summarized as follows:

Meadow Homes Playground Improvements:	\$265,000
Ellis Lake Playground and Park Improvements:	\$365,000
<u>Ellis Lake Pathway Improvements:</u>	<u>\$145,000</u>
Total:	\$775,000

Should the requests be approved, items for Ellis Lake Park will be consolidated into one application request to EBRPD.

**Fiscal Impact**

There are no direct financial impacts associated with the reallocation of Measure WW funds. As Measure WW does not reimburse the City for staff costs associated with the projects, such funding would need to be appropriated by the City Council via separate action. It is estimated that local funding in the amount of \$65,000 will be needed; \$25,000 to fund the balance of the costs associated with the expansion of the playground at Ellis Lake Park and \$40,000 to fund the balance of the costs related to the pathway improvements at Ellis Lake Park.

**Public Contact**

The Committee Agenda was posted.

**PROSC**

Staff presented this the proposed reallocation of Measure WW funds to the Parks, Recreation and Open Space Commission on January 20, 2016. No public comment was received at the meeting regarding this item. The Commission endorsed the reallocation of Measure WW funds.

**Recommendation for Action**

Staff recommends that the Council Committee on Recreation, Cultural Affairs and Community Services review this information, provide direction to staff and authorize staff to present recommendations for Measure WW reallocation to the full City Council.

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**MEASURE WW FUNDING REALLOCATION**

January 25, 2016

Page 4

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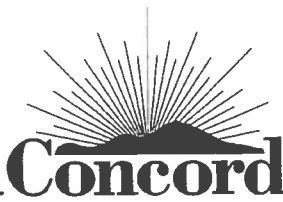
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Enclosures:

- Attachment A: January 20, 2016 PROSC Report regarding Measure WW Funding Reallocation
- Attachment B: Project Budget Summary

**REPORT TO PARKS, RECREATION & OPEN SPACE COMMISSION**

DATE: January 20, 2016

**SUBJECT: MEASURE WW EXPENDITURE UPDATE AND REQUEST FOR CONCURRENCE OF MEASURE WW FUNDING REALLOCATIONS****Report in Brief**

In February 2011, the City Council approved the City's Measure WW expenditure plan and projects totaling approximately \$5.36 million. The funding of these projects was approved by the East Bay Regional Parks District (EBRPD), the agency that administers the funds. In accordance with EBRPD guidelines, Measure WW funding must be expended by December 31, 2018. The majority of the City's Measure WW-funded projects were completed with budget savings, resulting in a residual Measure WW balance of \$360,000 (see attached funding summary). Through the approval of the FY 2015-2016 Capital Improvement Program (CIP), the City Council has approved the reallocation of these funds for improvements at Ellis Lake Park (\$290,000) and at Meadow Homes Park (\$70,000).

Two CIP projects funded with Measure WW monies are expected to have budget savings that could be reallocated to the Ellis Lake Park and Meadow Homes Park CIP projects. Based on current estimates of the costs associated with CIP Project No. 2242 - Replace Pump System Components at 4 Park Locations, a residual balance of \$220,000 is anticipated. Staff is also recommending a scope adjustment and partial reallocation for CIP Project No. 2206 - ADA Barrier Removal for City Facilities (Park Facilities).

EBRPD must approve any proposed fund reallocations prior to expenditure. This approval is coordinated through an annual application cycle. EBRPD has released its call for applications with a deadline of March 31, 2016. If the City's application for fund reallocation is approved by EBRPD, the reallocated Measure WW funds are anticipated to be available in June 2016.

Staff recommends that the Parks, Recreation and Open Space Commission (PROSC) concur with staff's recommendation to reallocate Measure WW funding and authorize staff to present the recommendation to the City Council prior to submitting applications to EBRPD.

**Background**

The Measure WW expenditure plan and projects that were approved by the City Council and the East Bay Regional Parks District (EBRPD) in 2011 total approximately \$5.36 million. To meet the fund expenditure deadline of December 31, 2018, Measure WW funded projects should start design no later than the 2016-2017 fiscal year. EBRPD must approve any proposed fund reallocations prior to expenditure. If the EBRPD approves the City's funding reallocation request, which must be made by March 31, 2016, the funds should be available in June 2016. It should be noted that Measure WW funds cannot be used for reimbursement of staff costs, including project related staff costs.

**MEASURE WW EXPENDITURE UPDATE AND REQUEST FOR  
CONCURRENCE OF MEASURE WW FUNDING REALLOCATIONS**

January 20, 2016

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The majority of the projects approved through the Measure WW expenditure plan have been completed under budget, resulting in a residual Measure WW balance of \$360,000 (see Attachment 1 - Funding Summary). Through the approval of the Capital Improvement Program, the City Council has indicated their desire to reallocate these funds to improvements at Ellis Lake Park (\$290,000) and at Meadow Homes Park (\$70,000).

The Replace Pump System Components at 4 Park Locations project (Project 2242), administered by the Public Works Department, has been initiated and pump equipment has been ordered for Concord Community Park (the first of four parks included in the project). Installation of the equipment at Concord Community Park is anticipated in January 2016. Completion of the pump system improvements at the four parks (Cambridge Park, Concord Community Park, Ellis Lake Park, and Newhall Park) is anticipated by the end of FY 2016-17. Based on the initial costs associated with Concord Community Park, it is estimated that the project can be completed approximately \$220,000 below the approved Measure WW Project allocation.

The ADA Barrier Removal for City Facilities (Park Facilities) [Project 2206] includes an appropriation of \$190,000 for various accessibility improvements at Brazil Quarry Park, Cambridge Park, Concord Community Park, and Dave Brubeck Park. Staff proposes to reallocate Measure WW funding from this project to the Ellis Lake Park and Meadow Homes Park improvements

**Discussion**

As outlined above, the residual balance for of Measure WW funds available for reallocation is approximately \$775,000, with \$360,000 available from previous Measure WW projects coming in under budget and by reallocating \$415,000 from other projects. Through the approval of the FY 2015-16 Capital Improvement Program (CIP), the City Council prioritized the appropriation of Measure WW residual funds for improvements at Ellis Lake Park (\$290,000) and Meadow Homes Park (\$70,000). These appropriations acknowledged the need to apply to EBRPD for the reallocation of the available funds. Additionally, the approved CIP budget for Meadow Homes Park identified a funding gap (Unfunded need) of \$195,000 and authorized staff to work with community leaders to research potential grant opportunities or community sponsored/community build options to close this funding gap.

As the conceptual designs have been completed for the playground expansion at Ellis Lake Park, the preliminary cost estimate has increased. The playground area will need to be expanded to provide sufficient space for relocation of the swings and a reasonably sized play structure, increasing the project cost estimate by over \$100,000. Staff recommends increasing the Measure WW allocation for the Ellis Lake Park playground project by \$75,000 (from \$290,000 to \$365,000) to partially offset the expanded play area.

Engineering staff has also reviewed the scope of the proposed improvements included in the ADA Barrier Removal for City Facilities (Park Facilities) project [Project 2206] with the Public Works and Park and Recreation Departments regarding priority accessibility needs within the City Parks system. Upon review, the Departments agreed that significant repairs are needed to the pathways at Ellis Lake Park and that these needs are

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greater than those proposed in the initial project scope. With that, staff recommends that the City's Measure WW requests be as follows:

Meadow Homes Playground Improvements:	\$265,000
Ellis Lake Playground and Park Improvements:	\$365,000
Ellis Lake Pathway Improvements:	\$145,000
Total:	\$775,000

Though the above proposal fully funds the estimated costs for the new playground at Meadow Homes Park, staff believes that there is great value in continuing to work with the community members and organizations to identify additional grant funding opportunities and community sponsored/community build options as they will build a greater sense of community ownership for the park and provide opportunities for either offsetting costs or further enhancing the play area. Staff will also work with the designer of the Ellis Lake Park Playground and Park Improvements project to refine the design to better fit within the expanded budget.

If the above recommendations are approved, staff will consolidate the Ellis Lake Park items into one application request to EBRPD.

**Fiscal Impact**

There are no direct financial impacts associated with the reallocation of Measure WW funds. As Measure WW does not reimburse the City for staff costs associated with the projects, such funding would need to be appropriated by the City Council via separate action. Such action is typically taken during the approval of the Capital Improvement Program.

**Public Contact**

The PROSC agenda was posted in accordance with legal requirements.

**Recommendation for Action**

Staff recommends that the Parks, Recreation and Open Space Commission concur with staff's recommendation to reallocate Measure WW funding as discussed above; and authorize staff to present this finding to the City Council for their approval and eventual submission to EBRPD.

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Attachment 1: Measure WW Funding Exhibit

**MEASURE WW FUNDING REALLOCATION****Available Funding**

Measure WW Residual Balance	\$360,000
ADA Repairs - Various Parks (Cambridge/Brazil Quarry/BART Linear	\$190,000
Pump Repairs - Various Parks (est. Residual) (Concord Comm/Newhall/Ellis/Willow Pass)	\$221,000
Measure WW Other "Unencumbered"	\$ 4,000
	<u>\$775,000</u>

**Council Approved Reallocation (CIP)**

Ellis Lake Park and Playground Improvements	\$290,000
Meadow Homes Playground Installation	<u>\$70,000</u>
	\$360,000
Balance	\$415,000

**Proposed Additional Reallocation**

Meadow Homes Playground Installation	\$195,000
Ellis Lake Park and Playground Improvements	\$70,000
Ellis Lake Pathway Repairs (New)	<u>\$145,000</u>
	\$410,000

**Project Budget Summary**

Project	Components	Initial Budget Est. (June 2015)	Approved Budget	Unfunded Need	New Request	Rationale	Total Budget
Ellis Lake Restrooms	New park restroom facility; Additional Lighting	\$325,000	\$325,000	-			\$325,000
Ellis Lake Playground and Park Improvements	New Playground Structure; Benches; Lake Border	\$390,000	\$390,000*	-	\$100,000***	relocation of swing set. (WW Funding Recommended)	\$490,000
Meadow Homes Playground	New playground structure	\$325,000	\$130,000**	\$195,000			\$325,000

\* Includes \$290,000 of WW Funding

\*\* Includes \$70,000 of WW Funding

\*\*\* Includes \$75,000 from WW Funding; \$25,000 from General Fund or other local source TBD

WW Request	Approved By Council (June 2015)	New Request	Total
Ellis Lake Playground and Park Improvements	\$290,000	\$75,000	\$365,000
Meadow Homes Playground	\$70,000	\$195,000	\$265,000
* Ellis Lake Pathway Improvements	-	\$145,000	\$145,000
		Grand Total	<b>\$775,000</b>

\* Does not include \$40,000 in required local funds