



Agenda Item 5.D.
Approvals: _____
Dept. Head SA
Manager _____
Admin. Asst. _____

AGENDA REPORT

BEACHES, PARKS & RECREATION COMMISSION
Meeting Date: February 11, 2014

Department: Beaches, Parks & Recreation
Prepared By: Sharon Heider, Director of Beaches, Parks & Recreation

Subject: *UPDATE OF CAPITAL IMPROVEMENT PROGRAM.*

Fiscal Impact: To be determined.

Summary: As a part of the budget process, the City Council approves the Capital Improvement Program which prioritizes and funds projects over \$25,000. At this time, the Beaches, Parks and Recreation Commission is asked to review the current and proposed Capital Improvement Projects, and recommend any updates or changes to be included in the 2015 Capital Improvement Program.

Background: The City of San Clemente prepares a Capital Improvement Project (CIP) program which in years past has funded approximately \$2 million each year for various projects throughout the City. Funds are identified and a five year program is prepared to address those projects with the most pressing needs first. However, more projects are typically identified than can be funded. The City Council will approve the CIP, but seeks input from the Commission and staff on prioritization of the many needed projects.

CIP projects are defined as: Projects initiated and controlled by City staff and subject to the following criteria:

- \$25,000 or more for fixed assets
- \$25,000 or more for infrastructure assets
- A minimum useful life of five years
- Extends the life of an existing asset by half of its depreciable life
- New construction

The City's CIP Project Priority Policy was developed to assist the CIP Committee (comprised of an interdepartmental team of City staff) evaluate the projects, and is included here as a tool for the Commission. See below:

The CIP committee follows the priority policy listed below to evaluate and prioritize potential CIP projects submitted by project managers. All projects are evaluated within the appropriate fund. Staffing resources should also be considered to ensure proposed projects can be implemented in a timely manner.

#1 Emergency: *The project is urgent and must be completed as soon as possible. This could be a temporary or permanent repair to equipment, facilities or infrastructure. The project must be completed to protect the health, safety or welfare*

of the community. Due to its urgent nature, the project is ranked #1 on the priority list. An example is hiring a contractor to repair a slope failure.

#2 Regulatory Requirements: The project is required by new legislation, federal guidelines, codes, or regulations. The City may be fined if the project is not implemented. An example is modifying a playground due to ADA requirements.

#3 Correct Existing Deficiencies: The project corrects an existing deficiency to keep the facilities or infrastructure from becoming an emergency situation. If the project is not implemented, the health, safety and welfare of the community may be endangered in the near future. Examples of these types of projects include replacement or rehabilitation of a pump station, water, sewer or storm drain pipes.

#4 Near-term Capacity Need: The project expands the capacity of equipment, facility or infrastructure to accommodate increasing demand from population growth. Failure to address the project may create public inconvenience or an emergency situation. Examples include street widening and adding or upsizing pipelines.

#5 Master Plan Facilities/ Long-term Capacity Need: The project is identified in one of the City's master plans. The City has several master plans including the Water Master Plan, Sewer Master Plan, Storm Drain Master Plan, Parks and Recreation Master Plan, and Street Improvement Program. The master plans address the future needs of residents in terms of infrastructure and parks as a result of population growth and also indicate the facilities or the infrastructure that the City needs to replace annually.

#6 Availability of Funds: The project is addressed if there is enough outside funding from grants or developer contributions. An example is a street project that is pushed to the top of the list due to availability of federal grant money.

#7 Coordination with Other Projects: Sometimes a project is scheduled in coordination with other projects. For example, a sewer project may be accelerated so that it can be completed with a corresponding street project. It eliminates inconvenience to the public, reduces costs and minimizes street repaving by digging up the street only once.

Discussion:

The Commission is asked to review the tables below which include the current year CIP projects. Some are underway, and some have yet to be started. Staff recommendations are provided for reference in the last column, as:

“High Priority” which would be included for funding request in 2015, and/or projects already underway. The Commission may wish to provide a numerical or other designation to prioritize further within this group.

“Medium Priority” those to be put in year's 2016 or 2017 as funding allows;

“Lower Priority”, those pushed to future years as funding allows, and,

“Do not include” for those projects that are not recommended or should be considered within the context of the Beaches, Parks, and Recreation Master Plan in 2015.

The existing funded projects include:

Project	Cost	Comments	Staff recommendation
Courtney's SandCastle Phase II – Sensory Garden	\$450,000	Underway	High Priority
Base of Pier Restroom Rehabilitation	\$437,000	Underway	High Priority
Ole Hanson Beach Club Rehabilitation	\$3.1 million	Underway	High Priority
Playground Equipment Replacement	\$125,000	One play structure replaced per year	High Priority
Remaining Beach Restroom Renovations	\$460,000 each	Currently budgeted for one restroom per year	High Priority
El Portal Beach Access Rebuild	\$1,000,000	Existing concrete stairs are failing.	High Priority
Lifeguard towers	\$50,000	Provide new tower with altered design due to sand erosion	High Priority
T-Street Concession Building/Sewer Renovation	\$140,000		High Priority
Corto Lane Beach Access Rehabilitation	\$380,000		Medium Priority
Lasuen Beach Access Rehabilitation	\$1,000,000		Medium Priority
Vista Bahia Restroom/Concession Building Rehabilitation	\$300,000		Medium Priority
Steed Park Lighting Improvements	\$1,000,000		Lower Priority

Throughout the year, residents and staff identify new projects that could become part of the CIP program. The Commission is asked to review this list and recommend either including these as new projects to complete for funds, or determine that they are not projects the City should consider at this time.

Project	Cost	Comments	Staff Recommendation
Trap and Skeet Range Fencing	unknown	Fencing proposed to enclose the former trap and skeet shooting range for interim use as a dog park	Medium Priority
Dog Park Lighting	\$100,000	Solar Lighting only – Dog Park is off the Grid and staff has already explored the possibility of drawing power from Steed Park – which is not possible	Lower Priority

Linda Lane Park Restrooms	\$500,000	Resident requested installation of restroom facilities nearer the play area in Linda Lane Park	Lower Priority
Madrid Pocket Park	unknown	Resident requested pocket park at the corner of Avenida Madrid and S. Ola Vista	Do not include, consider in Master Plan
Mariposa Beach Access	unknown	Potential pocket park and bench locations	Do not include, consider in Master Plan

Recommended

Action: STAFF RECOMMENDS THAT the Beaches, Parks and Recreation Commission recommend the above priorities to the City Council, and provide additional detail to prioritization if desired.

Attachments: None.

Notification: None.