

**CITY OF BOULDER
PARKS AND RECREATION ADVISORY BOARD AGENDA ITEM**

MEETING DATE: April 28, 2014

AGENDA TITLE:

Public Hearing and Consideration of Motions Approving the 2015 Expenditures from the Permanent Parks and Recreation Fund and 2015-2020 Parks and Recreation Department Capital Improvement Program (CIP).

PRESENTERS:

Jeff Dillon, Director, Parks and Recreation
Abbie Poniatowski, Senior Business Manager
Jeff Haley, Parks Planning Manager

EXECUTIVE SUMMARY:

As part of the City's annual budget process, departments develop a six-year Capital Improvement Program (CIP). The current CIP process is for fiscal years 2015 through 2020. Within this process, funds are appropriated for the first year, 2015. The Parks and Recreation Advisory Board's (PRAB) role in this process is defined in the Boulder Revised Code (B.R.C.), 1982 TITLE 2 GOVERNMENT ORGANIZATION, Chapter 3 Boards and Commissions, Section 10 Parks and Recreation Advisory Board (d)(2) "To approve or disapprove expenditures or appropriations from the permanent park and recreation fund and forward such recommendations to the city council." It is within this context that the PRAB is requested to hold a public hearing and provide a recommendation on the CIP to Planning Board and the City Council. After a motion is passed by PRAB, the department's CIP budget will then be submitted to the Planning Board and City Council for review and respective considerations and approvals.

STAFF RECOMMENDATION:

Staff recommends that the PRAB approve the recommended 2015 expenditures planned from the Permanent Parks and Recreation Fund (Fund 230) and approve the recommended 2015-2020 Parks and Recreation Department CIP.

Suggested Motion Language:

Staff requests PRAB consideration of this matter and action in the form of the following motions:

- Motion to approve the 2015 recommended expenditures from the Permanent Parks and Recreation Fund (Fund 230).
- Motion to approve the recommended 2015 – 2020 Parks and Recreation Department Capital Improvement Program (CIP).

IMPACTS:

Fiscal: \$2.37M. This amount reflects the total uses of funds projected for 2015 as follows:

Fund	Project	Amount
230	Coot Lake Restoration	\$ 250,000
	Recreation Center Enhancements	\$ 280,000
	Pool Replasters	\$ 75,000
	Pearl Street Mall Irrigation and Tree Replacements	\$ 350,000
	Planning, Design and Construction Standards	\$ 100,000
Permanent Parks and Recreation Fund Total		\$ 1,055,000
118	ADA Compliance Improvements	\$ 100,000
	Emerald Ash Borer Response Measures	\$ 230,000
	Historic Railroad Coach Restoration	\$ 100,000
	Recreation Facility Strategic Plan	\$ 150,000
	Urban Forest Management Plan	\$ 120,000
.25 Cent Sales Tax Total		\$ 700,000
260	Reallocate to Flood Recovery Projects	\$ 262,962
	Park Shelter Replacement and Improvements	\$ 34,833
Capital Improvement Bond Total		\$ 297,795
111	Pearl Street Mall Irrigation/Tree/Electrical Replacement	\$ 200,000
	Tributary Greenways Program - Transfer	\$ 125,400
Lottery Fund Total		\$ 325,400
2015 P&R Capital Improvement Program Total		\$2,378,195

PUBLIC FEEDBACK:

A PRAB public hearing is April 28th. The public will have the opportunity to comment on the proposed 2015-2020 CIP. The public will also have an opportunity to comment during the Planning Board's CIP review in July and City Council's discussions and review of the 2015 recommended budget during future public hearings.

BACKGROUND:

Capital Projects

CIP projects are defined as any major project with a cost greater than \$50,000 for purchase or construction, or major replacement of physical assets. CIP projects are

potentially subject to a Community and Environmental Assessment Process (CEAP) review that evaluates any potential environmental, traffic or social impacts to Boulder residents, neighborhoods and businesses.

Capital Funding

The department's CIP is funded primarily from the Permanent Parks and Recreation Fund (Fund 230), .25 Cent Sales Tax Fund (Fund 118) and Lottery Fund (Fund 111). Additional sources of funding that have limitations on the type of capital investment that monies can be spent on and are not managed exclusively by the Department include the Capital Development Fund (Fund 110), Boulder Junction Improvement Fund (Fund 250) and Capital Improvement Fund (Fund 260).

In November 2012, voters approved the extension of the .25 Cent Sales Tax Fund through 2035. Beginning in 2016, there will be approximately \$2M that had been allocated for debt service in the fund that will be available for other uses. Future conversations related to the potential uses of that funding and how it will be allocated with consideration to the updated Master Plan priorities will continue in 2013.

As part of the annual budget process, the City's Finance Department provides projections for taxes and conservation trust fund allocations at the end of April for 2015 budget development. Staff will provide updates on any impacts of these projections as part of the Budget Update item planned at the May business meeting.

CIP Process

The budget is the means by which the City manages its assets and implements projects and programs that are chosen by its citizens through their elected representatives, City Council. The Department budget is formulated within the context of the Parks and Recreation Master Plan that was adopted by the Parks and Recreation Advisory Board and accepted by City Council in early 2014. The CIP is developed in support of achieving the Parks and Recreation Master Plan goals.

Once again this year, staff is providing the PRAB with a "three touch" approach to included 1) discussion item presented at the January 27th meeting communicating process, policies and procedures and definitions/criteria that guide the CIP development; 2) a discussion item presented at the February 24th business meeting to review draft projects and prioritization as it relates to the 2015 – 2020 CIP; and 3) a PRAB Public Hearing to be held on March 28th to consider motions approving and recommending the 2015 – 2020 Parks and Recreation Capital Improvement Program.

CIP Guiding Principles

In order to plan and prioritize capital investments, staff apply specific guiding principles based on the City's CIP Guiding Principles and the department's master plan goals. The following departmental framework is also utilized to determine and plan CIP projects and make budget decisions that are sustainable over time. These priorities are also focused on maintaining the integrity of the current infrastructure and facilities before expanding and/or enhancing programs and facilities.

1. Safety / Compliance (S) – Projects represent important deficiencies and are essential safety and compliance concerns. Project may include ongoing infrastructure repairs, replacements and/or refurbishments of park play equipment and amenities, irrigation systems, landscape and turf upgrades and facility improvements. Compliance considerations also include meeting local, state and federal requirements that are required to be completed to comply with specific regulations, such as City of Boulder ‘dark sky’ lighting ordinance and the Americans With Disabilities Act (ADA).
2. Commitment (C) – Projects that are required by law/ballot (e.g., Elks Park), are in-process of development (e.g., Valmont Community Park), as part of a prior development agreement, are recommended as part of the department master plan (e.g., Playground and Irrigation System Renovations) and/or are required to be completed within a specific period of time.
3. Efficiencies (E) – The department will consistently seek efficiency improvements in both operational and capital investments. Projects will represent important operational and/or maintenance efficiencies resulting in improved life cycles, cost efficiencies and savings in resources, energy or water usage (e.g., Flatirons Golf Course Irrigation System Replacement, Computerized Irrigation System).
4. Revenue (R) – The department will invest in facilities and programs that generate revenues to support valued recreational opportunities in the Boulder community. Projects will enhance the department's ability to earn more revenue after initial investment and operational costs are considered (e.g. Flatirons Golf Course Playability Enhancements) and/or possible collaboration/partnerships leveraging outside funding sources.

ANALYSIS:

Proposed 2015 Capital Improvement Program Projects

Based on budget considerations and the CIP guiding principles, the PRAB and the department will discuss the following CIP projects for 2015. The 2015-2020 CIP Project Summary Sheet is provided as additional information (Attachment A).

2015 CIP Projects

Project Category	Project	Description	Fund Source	Proposed 2014 Funding
Capital Enhancement	Emerald Ash Borer Response Measures	Implementation of response measures outlined within the EAB Management Plan to include removal of lost trees and strategic replacement	118	\$230,000
	Coot Lake Restoration	Critical repairs and restoration of shoreline for visitor safety and resource conservation.	118	\$250,000
	Recreation Center Enhancements	Initial implementation of Rec Facility Strategic plan. May include, renovation of front desk area and access hallway for operational efficiency, user safety	230	\$280,000
Capital Maintenance	ADA Compliance Improvements	Ongoing Implementation of departmental transition plan for accessibility in parks and facilities	118	\$100,000
	Pool Replastering	Replastering of lap and leisure pools at Spruce as part of preventative maintenance.	230	\$75,000
	Historic Railroad Coach Restoration	Repair and restoration of wood siding on coach to meet grant commitment and prevent increased cost through further deterioration	118	\$100,000
	Pearl Street Mall Irrigation Replacement	Final year of repair and renovation of Pear Street Mall landscape, irrigation and tree replacement.	230 111	\$550,000
Capital Planning Studies	Recreation Facility Strategic Plan	Comprehensive study and analysis of recreation centers to determine strategies for repair, renovation and enhancements.	118	\$150,000

	Urban Forest Management Plan	Development of comprehensive plan to set near term and long term goals and strategies for sustainable management of the City's urban forest.	118	\$120,000
	Planning, Design and Construction Standards	Development of comprehensive departmental processes, guidelines and standards for design and construction of parks and facilities.	118	100,000
Transfers	Tributary Greenways Program - Lottery	Annual transfer of Lottery Funds to Greenways	111	\$125,400

*Fund 110 – Capital Development Fund; Fund 111 – Lottery Fund; Fund 118 - .25 Cent Sales Tax Fund;
Fund 230 – Permanent Parks and Recreation Fund; Fund 250 – Boulder Junction Improvement Fund; Fund 260 – Capital Improvement Fund

NEXT STEPS:

Important milestones for the CIP process are included below.

Milestone	Date
<i>PRAB CIP Discussion Item (1st Touch)</i>	<i>January 28</i>
<i>PRAB CIP Discussion (2nd Touch)</i>	<i>February 25</i>
<i>PRAB CIP Public Hearing, Discussion and Recommendation (3rd Touch)</i>	<i>March 18</i>
1 st Draft CIP to Planning	May 9
Proposed Operating and CIP Budget Submittals Due to CMO	June 6
Citywide CIP Tour	July 28 or 30
Planning Board CIP Hearing	July 31
City Council CIP Study Session	August 12
City Council Budget Consideration	October 7

Attachments:

- A. CIP Project Summary Sheet 2015 – 2020

ATTACHMENT A

Category	Projects	Priority	Fund	Description/Comments	2014 Approved	2015 Proposed	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected	6 Year Total (2015-2020)	
Capital Enhancement	Playground and Irrigation System Replacement	S, C, E	230	Ongoing park system renovations/repairs based on priority needs		\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000	
	Playground and Irrigation System Renovation (P&R)	S, C, E	111	Ongoing park system renovations/repairs based on priority needs		\$ -	\$ 230,300	\$ 230,300	\$ 230,300	\$ 230,300	\$ 230,300	\$ 1,151,500	
	Emerald Ash Borer Response Measures	S, C, E	118	Annual EAB response project to remove identified trees throughout the community and replace with new tree species to slow the spread of the pest and ensure safety of the public		\$ 230,000	\$ 220,000	\$ 220,000	\$ 220,000			\$ 890,000	
	Lighting Ordinance Compliance	S, C, E	230	Coordinate w/McKinstry/FAM to optimize efficiencies in priority improvements		\$ -	\$ 250,000	\$ 250,000				\$ 500,000	
	Coot Lake Restoration	S, E	230	Critical repairs and restoration of shoreline for visitor safety and resource conservation.		\$ 250,000						\$ 250,000	
	Civic Area Improvements	S, E	110	Replace and improve play area at Lumber Park as part of the Civic Area Plan implementation	\$ 300,000	\$ -						\$ -	
	Recreation Center Enhancements	S,E,R	118	Pending the outcome and implementation of the Rec Facility Strategic Plan, this project would provide implementation of key facility repairs and renovations to ensure acceptable facility conditions			\$ 180,000	\$ 280,000					\$ 460,000
	Recreation Center Enhancements	S,E,R	230	Pending the outcome and implementation of the Rec Facility Strategic Plan, this project would provide implementation of key facility repairs and renovations to ensure acceptable facility conditions		\$ 280,000	\$ 100,000		\$ 280,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 1,220,000
	Flatirons Golf Course Irrigation System Replacement	R,E	230	Replacement and enhancement of irrigation system at the Flatirons Golf Course to achieve more operational efficiencies and water conservation	\$ 1,200,000	\$ -							\$ -
	Artificial Turf Field Installation	E,R	230	Retrofit and/or install new artificial turf multi-purpose fields (locations to be determined)		\$ -	\$ 500,000	\$ 500,000	\$ 500,000				\$ 1,500,000
				Subtotal	\$ 1,500,000	\$ 760,000	\$ 1,780,300	\$ 1,780,300	\$ 1,530,300	\$ 810,300	\$ 810,300	\$ 7,471,500	
Capital Maintenance	Pool Replasters	S, E	230	Replaster recreation centers and Spruce pools	\$ 200,000	\$ 75,000					\$ 200,000	\$ 275,000	
	Historic Railroad Coach Restoration	S, C, E	118	Repair and restoration of wood siding on coach to meet grant commitment and prevent increased cost through further deterioration		\$ 100,000						\$ 100,000	
	Flatirons Golf Course Restroom and Path Repairs	S, E	118	Repair and replacement of cart paths throughout the course to ensure player safety and operational efficiencies			\$ 200,000					\$ 200,000	
	ADA Compliance Improvements	C	118	Implementation of exterior park and recreation ADA improvements (Coordinate w/FAM)	\$ 100,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ 200,000			\$ 600,000	
	Pearl Street Mall Irrigation/Tree/Electrical Replacement	E	230	Major irrigation repairs/system upgrade and replacement	\$ 300,000	\$ 350,000						\$ 350,000	
	Pearl Street Mall Irrigation/Tree/Electrical Replacement	E	111	Major irrigation repairs/system upgrade and replacement	\$ 200,000	\$ 200,000						\$ 200,000	
	Parking Lot Repair	S,E,R	230	Ongoing repair and renovation to existing parking lots at parks and recreation facilities.					\$ 220,000	\$ 420,000	\$ 220,000	\$ 860,000	
	Court Repairs and Renovation	S,E,R	118	Repair and replacement of tennis courts and basketball courts throughout the community to ensure player safety and operational efficiencies					\$ 280,000				
				Subtotal	\$ 800,000	\$ 825,000	\$ 300,000	\$ 200,000	\$ 700,000	\$ 420,000	\$ 420,000	\$ 2,585,000	
Land and Asset Acquisition	Boulder Junction Rail Plaza	C	250	P&R contribution to the Boulder Junction Fund	\$ 787,405	\$ -		\$ 350,000	\$ 350,000			\$ 700,000	

				Subtotal	\$ 787,405	\$ -	\$ -	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ 700,000
New Capital Project	Boulder Junction Pocket Park	C	250	Land acquisition/design/development of pocket park improvements	\$ 281,539	\$ -	\$ 750,000					\$ 750,000
	Violet Neighborhood Park	C	230	Neighborhood park design/construction improvements		\$ -				\$ 500,000		\$ 500,000
				Subtotal	\$ 281,539	\$ -	\$ 750,000	\$ -	\$ -	\$ 500,000	\$ -	\$ 1,250,000
Capital Planning Studies	Aquatic Feasibility Plan	S, C, E	118	Comprehensive analysis and feasibility of aquatic needs in the community and capacity to accommodate needs	\$ 100,000	\$ -						\$ -
	Recreation Facility Strategic Plan	S, C, E	118	Comprehensive study and analysis of recreation centers to determine strategies for repair, renovation and enhancements.		\$ 150,000						\$ 150,000
	Urban Forest Management Plan	S, C, E	118	Development of comprehensive plan to set near term and long term goals and strategies for sustainable management of the City's urban forest.		\$ 120,000						\$ 120,000
	Planning, Design and Construction Standards	S, C, E	230	Development of comprehensive departmental processes, guidelines and standards for design and construction of parks and facilities.		\$ 100,000						\$ 100,000
				Subtotal	\$ 100,000	\$ 370,000	\$ -	\$ 370,000				
Transfers	Tributary Greenways Program - Lottery		111	Annual transfer of funds for program capital needs	\$ 150,000	\$ 125,400	\$ 125,400	\$ 125,400	\$ 125,400	\$ 125,400	\$ 125,400	\$ 752,400
				Subtotal	\$ 150,000	\$ 125,400	\$ 752,400					
				Total	\$ 3,618,944	\$ 2,080,400	\$ 2,955,700	\$ 2,455,700	\$ 2,705,700	\$ 1,855,700	\$ 1,355,700	\$ 13,128,900