



# *PARKS AND RECREATION COMMISSION AGENDA REPORT*

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MEETING DATE: APRIL 28, 2004

ITEM NUMBER: 9f

**SUBJECT: REVIEW OF PROPOSED CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR  
2004-2005 THROUGH 2010-2011**

**DATE: APRIL 11, 2004**

**FROM: PUBLIC SERVICES DEPARTMENT  
ADMINISTRATIVE SERVICES DEPARTMENT**

**PRESENTATION BY: STEVEN E. HAYMAN, ADMINISTRATIVE SERVICES DIRECTOR**

**FOR FURTHER INFORMATION CONTACT: WILLIAM J. MORRIS - (714) 754-5343**

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## **RECOMMENDATION**

Staff recommends that the Commission solicit input from the public, and provide any input to the City Council concerning:

1. The proposed FY 2004-2005 Capital Improvement Program as it relates to Parkway and Median Improvements, Park Maintenance, and Park Improvements; and,
2. The proposed 7-year Capital Improvement Program as it pertains to the categories of Community Health and Environment, and Leisure and Community Services.

## **BACKGROUND**

Each year the City Council reviews and adopts an annual Capital Improvement Program (CIP) to provide funds for needed public improvements. At that time, the Council also approves a 7-year CIP in order to anticipate future needs and to remain eligible for grant funding for these projects. The 7-year CIP is divided into the following sections: Community Health and Environment, Transportation, Leisure and Community Services, and General Government Support.

As requested by the City Council, the Planning and Parks and Recreation Commissions are annually involved in the development of the Capital Improvement Program. Hearings are scheduled at regular meetings of the two Commissions to discuss the proposed projects for the upcoming year. Input is to be received from the public and a recommendation forwarded to the City Council for their consideration in finalizing the budget. The CIP will be considered at the April 26, 2004 regular Planning Commission meeting for conformity to the City's General Plan.

The proposed City budget for FY 04-05 will be submitted to City Council in May 2004, along with any input received at the Commission meetings. Final approval is expected by City Council in June 2004.

## **ANALYSIS**

Attached for the Commission's review is staff's proposed CIP for 2004-2005 (Attachment 1), which includes Capital Improvement Justification (B-12) forms for these projects. Also attached for review is the proposed 7-year CIP (Attachment 2).

Per City Council direction, the Commission is requested to receive input on the portions of the proposed FY 2004-2005 CIP entitled "Parkway and Median Improvements", "Park Maintenance", and "Park Improvements". The Commission is also requested to review the portions of the 7-year CIP entitled "Community Health and Environment" and "Leisure & Community Services" (Attachment 2, pages 5 through 8). Any input received from the public, or through a motion of the Parks and Recreation Commission, will be forwarded by staff to City Council for final budget consideration.

As the Commission is aware, the Recreation and Open Space Master Plan has recently been updated. Therefore, staff has included a number of potential projects in the proposed 7-year CIP, as identified in the Master Plan.

### **ALTERNATIVES CONSIDERED**

No alternatives are provided.

### **FISCAL REVIEW**

The FY 04-05 CIP projects being reviewed by the Commission are proposed to be funded through a combination of Gas Tax, Park Development and General Fund revenues. The proposed CIP represents a balanced budget, based on expected revenues.

### **LEGAL REVIEW**

A legal review is not required for this item.

### **CONCLUSION**

Staff has developed capital improvement funding requests for projects in the proposed FY 2004-05 CIP budget. These projects, along with the proposed 7-year CIP, are being submitted to the Commission for review, and to receive public input. This input, along with any Commission actions related to the CIP, will be presented to the City Council during their upcoming budget deliberations.

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**STEVEN E. HAYMAN**  
Administrative Services Director

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**WILLIAM J. MORRIS**  
Public Services Director

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**MARC R. PUCKETT**  
Finance Director

Attachments:

1. [Proposed FY 04-05 CIP and Capital Improvement Justification \(B-12\) forms](#)
2. [Proposed 7-year CIP](#)

c: Planning Commissioners  
Allan Roeder, City Manager  
Marc Puckett, Finance Director  
Don Lamm, Development Services Director  
Jana Ransom, Recreation Manager  
Bruce Hartley, Maintenance Services Manager  
Donna Theriault, Management Analyst, Public Services  
Mark Taylor, Management Analyst, Administrative Services