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Capital Improvements Advisory Committee
Minutes for the Meeting on
Thursday, April 21, 2016
1:30 p.m.
Utilities Center
Conference Room 218

Committee Members Present:

Ron Johnson, Chair
William Beerman, Vice-Chair
Lonnie Hamilton, Committee Member
Eugene Suttmiller, Committee Member

Committee Members Absent:

Brian Crawford, Committee Member

City Staff Present:

Brian Byrd, Community Development Planner
Carl Clark, RES/TS Administrator
Justin Dunivan, Deputy Police Chief
Dr. Jorge Garcia, Utilities Director
D. Eric Martin, Facilities Management Administrator
Steve Mims, Deputy Fire Chief
Jaime Montoya, Police Chief
Carolynn Rouse, Utilities Office Assistant Senior
Alma Ruiz, Utilities Office Manager Senior
Ted Sweetser, Fire Marshal
David Weir, Community Development Director

Chair Johnson: Called the meeting to order at approximately 1:30 p.m.

I wish to welcome everybody and we do have a new member, he hasn't arrived yet but I do wish him to be introduced when he does arrive to everybody.

Acceptance of the Agenda:

Chair Johnson: We need to vote on accepting the agenda.

Hamilton: So moved.

Suttmiller: Second.

Chair Johnson: Motion and a second.

The Agenda was Accepted

Acceptance of the Minutes:

a. Regular Meeting of March 17, 2016.

Chair Johnson: Has everybody reviewed the minutes? I will only comment that they were 39 pages long, and I had raised that fact that that was a bit boring, until I read them twice. I found that they were quite informative, and I would only recommend to those who have not focused on them that on pages 6 and 7, in my view, was a very interesting comment made by the Fire Chief that I thought summarized the process extremely well as to why we're here. Mr. Beerman has raised this issue many times that we're not here to question the Impact Fees; that's the City Council's role. We're here to have a fair and just methodology for how we levy impact fees, and Bill, I thank you for continually holding us to that. The Fire Chief also summarizes that quite well and if you get the time later on, please look at it. Do I have a motion regarding the approval of minutes?

Hamilton: So moved.

Suttmiller: Second.

Chair Johnson: A motion and a second. All those in favor say Aye?

Hamilton: Aye.

Suttmiller: Aye.

Vice-Chair Beerman: Aye.

Chair Johnson: Aye.

The Minutes were Accepted Unanimously. 4-0

New Business:

Chair Johnson: The next item under New Business was to introduce the new member, but we'll defer that.

Old Business:

Chair Johnson: Let's go to Old Business if we're ready for that. Would you please introduce yourself and we'll get started?

Martin: My name is Eric Martin, and I am with the Public Works Department Facilities Management Section. I am also here today to represent Loretta Reyes, our Public Works Director.

What I have for you as part of our reporting cycle is an update, as well as some project highlights as they relate to Park Impact Fees and the projects that we're performing over in the Parks & Recreation Department. Facilities Management is basically responsible for the planning, design and construction of parks utilizing Park Impact Fees and other funding sources.

At which time once we have performed that work, we normally turn it over to the Parks & Recreation Department to manage, operate and perform other maintenance and repairs on those locations.

The projects that you see here are what were on our Capital Improvements Plan for FY16. On the next slide, the Airplane Remote Control Park, and we'll provide some status information here shortly, has a grand opening coming up here on the 22nd. We're pleased that's in place ready to go, and that's taken assistance from Utilities, Transportation, Parks, and everybody working together to make that happen. Archery Range is coming along...

Hamilton: Just to interrupt you. Alma, I really appreciate you sending out the invitation and putting a possible quorum notice in place, I think that was really helpful. Any time that we can participate in those things it's nice and we appreciate those invitations very much. Thank you, Eric.

Martin: Archery Range is still in development, hopefully it will be done by early part of the summer. Desert Trails Community Park, we're wrapping up the next phase, we're just putting a parking lot into that location. East Mesa Area Park is in. We're still working with the developer on the Metro Verde Neighborhood Parks. North Del Rey, not too much movement at this point, same thing with Oro Vista. Pueblos at Alameda, Parks & Recreation has been working closely with the residents of that area. They had contributed about \$40,000 and with interest and everything probably up to about \$50,000. What they're looking at, though, is more of a \$300,000 park and we don't know where that funding will come from at this point and time. Sagecrest Park, the restroom is in; the remote control park is in; Young Park restrooms are in; and now we're working also on that inclusive needs playground at Young Park that had been requested by various citizens.

Hamilton: The plan looked nice in the paper. I think that should be a real asset.

Martin: Staff's really been there looking closely at that. Just to hit a highlight on that, of the \$160,000 that we've got available for the park, we've got \$75,000 from Park Impact Fees, \$75,000 for legislative appropriation from the State and then \$10,000 from private donations. That's a good starting point, a similar type park in Florida runs about \$600,000.

Hamilton: I noticed too that Metro Verde is putting together their Splash Park at the same time as we're putting all the other things together?

Martin: Yes, sir, that is correct.

Hamilton: How is that coming along?

- Martin: So far, so good. The Splash Park basically is in but we're still working through final acceptance and payment on these parks, and we're going through that process on Metro Verde and the Splash Park right now.
- Hamilton: Good.
- Martin: What that developer is doing is entering into Development Agreements with the City where we define the costs, the reimbursement and everything up front, we collect the Park Impact Fees, we do the agreement. Once they produce that park, the City inspects it, we accept it and everything, then we sit down and do the Deed Transfer Acceptance of the park, and then we cut them a check. That's worked out really well and that developer has been developing those parks as all those housing units are being constructed. That process has really worked well for that type of situation.
- Chair Johnson: You will assume the maintenance?
- Martin: The City, once we accept the park, we assume all maintenance and any repairs, improvements and other things beyond that. What's that, sir?
- Chair Johnson: Liability and so forth?
- Martin: That is correct, sir.
- Hamilton: So we hope they used a good glue to put all the pipes together.
- Martin: That or we'll have additional spray features in the park.
- Hamilton: Watering grass instead of the kids.
- Martin: Exactly, it would be very green.

For carry-over for next year the bigger projects that we'll be focusing on, we'll be finishing up the Archery Range. We are looking and have gotten requests that not only do we have the 300 acres that's out on the East Mesa where we're building the Fire and Police building as part of the Public Safety Campus, but as part of our Bureau of Land Management Recreation Public Purpose Lease or R&PP Lease. Ultimately, a lot of that land is supposed to be set aside for parks, trails and things like that. Some of the requests that we've had are maybe to put in a trail network similar to what we have with Desert Trails. BLM likes it when we help try to preserve the natural environment and make our recreational opportunities kind of mix in. That's what this East Mesa Public Safety Area Park is about, is looking at how we might go about starting the planning, design and construction of such a park layout at that location.

Highland Park, which is there by Highland Elementary, is also 10 acres of BLM land under R&PP Lease. We're continuing to do trails and other things at that location. Metro Verde, of course, getting that finished out and finishing up those parks. North Del Rey, there hasn't been too much movement we're working with some planning and everything, but no dollars specifically committed. Same thing with Oro Vista, same thing with Pueblos at Alameda, but Young Park is as far as that inclusive park playground. Our focus is really going to be looking for the coming year for the Parks is going to be focusing on Young Park, finishing up Metro Verde, finishing up what work we need to do at Highland, the Public Safety Park, and then finishing out the Archery Range. That's the block of projects that will fit into the workload and the Budget for next year.

There's a Grand Opening that's coming up on April 22nd, and there's some other highlights here of things that we've completed. We've moved along fairly well this year working closely with the Parks & Recreation Department and other members of City staff. Same thing with planning and design on some of these other locations. Pueblos at Alameda, we've had our meetings, we've met with the HOA, and now we just have to look at funding and where would things come from. As you see otherwise, we've completed restrooms and other things that we set out to do, so if you do get an opportunity, stop by either Sagecrest or Young Park. What we used in the restrooms was prefabricated, bring them in by crane and drop them in, and those so far have worked really well. In talking with Parks and my staff, they seem to be relatively vandal-resistant, which is good. Not to say that they don't tag things once in a while, but with the stainless steel fixtures and everything embedded in the walls and what have you. I had an opportunity this last weekend to stop by and check them out to see how things are looking, and I'm really pleased with how those projects came out.

Chair Johnson: Mr. Martin, at some point when we get our new member and for Mr. Beerman, maybe we'll revisit how your department relates to developers in terms of how the parks are built and how they're funded. Most of us have been through that, but I think some of that might be a surprise to Mr. Beerman and our new member, saying "Wait a minute, this is Metro Verde, and we have some questions." You may want to, when everybody is here, just go through how that relationship between your department and the developers work, and it can be very brief.

Martin: Yes, sir, I'll be glad to put something like that together that we could look into that.

Overall, we're still continuing to do a good job in collecting revenues. The vast majority of those revenues are coming from the Metro Verde area, and so with developer agreements and everything in place as we've mentioned

before, a lot of those revenues are being returned back to that area for the reimbursement on the construction of these parks.

Chair Johnson: Can you give us just a thumbnail of how this is doing relative to the projections that you had? These are revenues based on the new Impact Fees that the Council passed, right?

Martin: Yes. Our budget for FY16 for revenues was \$500,000 based on what had occurred during the prior years, and as of March we are at \$463,000. If we continue at an average of maybe about \$50,000 a month or so for April, May and June, we'll be maybe \$100,000 more than where we anticipated being. They're coming in right at, if not a little bit above, what we were thinking that they would do.

Hamilton: That's good.

Martin: This shows that yes, we're issuing building permits, building things, collecting the fees and able to get the parks built.

Hamilton: That's good to hear.

Martin: It's been a good year.

Chair Johnson: That's always an item I'm sensitive to.

Martin: Yes, sir, I fully understand.

Chair Johnson: Any questions so far? Mr. Beerman?

Vice-Chair Beerman: There's \$2.5 million on the next page for revenue.

Martin: That's an aggregate, Mr. Beerman.

Vice-Chair Beerman: An aggregate of...?

Martin: Basically the amount of Park Impact Fees we've collected from 2012 on.

Vice-Chair Beerman: Okay, so the monthly totals would add up to the \$2.5 million?

Martin: Mr. Chairman, Mr. Beerman, the monthly totals, we go back about a year. Just to kind of give you that running trend of how things are looking and when those collections are coming in. We also, the orange that you see there at the bottom of the screen, is the interest that we're earning on those investments. One of the things we've been looking at is kind of "What is that total we've collected over time?". Basically, we're saying if we were to spend all of our fund balance right now, we would have done about \$2.5 million dollars' worth

of park improvements in terms of new construction, use, etcetera during that time period.

Hamilton: Your projections are based on \$500,000 and it's been about a \$600,000 year to date.

Martin: This year we've projected \$500,000 and probably, if things hold true, we'll come in close to about \$600,000 this year.

Hamilton: Great.

Chair Johnson: 2014 is where you see the bump?

Martin: Yes, sir, Mr. Chairman.

Chair Johnson: That's what I thought.

Martin: Some of the projects, just to give you an idea of where we're at. For instance, on the Archery Range, they've already started pouring the pads and setting up the frames and everything for the targets. It's basically just down the way from the Airport Remote Control Park that we have there. The Metro Verde Sculpture Park is the next one in the sequence of the parks that we're building in Metro Verde. There's \$1.4 million that's been committed to those three parks alone. They've started the rough grading and getting their elevation set and everything to begin to get that park built. What I included at the bottom of the slide in the right-hand side is that \$1.4 million all together also includes the Soccer Park and the Splash Pad as well. There's the Soccer Park, it is in use and we've got the soccer area, your seating, a little bit of a playground, benches and vegetation. Parks has been watching that closely, so over time the trees should offer a lot of nice shade and it should turn out to be a very nice park. Your Splash Pad, which you were asking about, Mr. Hamilton, is here. We've got spray features and things kids and everybody can turn on. You've got numerous other elements that we had planned to have the developer include in terms of different types of playground equipment; a green area to picnic, play soccer or other outdoor activities like Frisbee, and so we think the neighborhood will be really pleased with this as we get this closed out and get it totally operational.

Oro Vista, I just keep out here as a placeholder right now. Our focus has been getting a lot of these other parks in place and then we'll come back and look and see what we need to do there in terms of trail network, vegetation and other things. The Vehicle Remote Control Park is located there off of Hadley, a very popular place. These are the tracks and grandstands that were set up to make that park usable. It's a place for everyone to take their remote control vehicles, go out to race them and have some fun.

This is a diagram that you probably saw in the newspaper for the Young Park Inclusive Playground. It will be a shaded structure, and all of the features of it are intended to speak to and support people of all walks of life and type of disabilities. There's opportunity and flexibility for anyone that visits the park that we're fully ADA compliant, have those different opportunities for different situations, and address those inclusive needs. This is a very exciting addition to Young Park.

Chair Johnson: That looks interesting.

Martin: As Mr. Johnston had alluded to you before in previous conversations, there are things to do, things to hear, things to touch, all sorts of activities to be inclusive for all. Wheelchair swings that you can put the wheelchair on and you can swing, etcetera. This will be a really great addition and from when Mark looked at it for Young Park, that's a destination community park where everybody goes. We've got grills there, we've got other pavilions, we've got the lake, so it makes a nice atmosphere for this kind of thing.

Hamilton: Well, Eric, I know that you're going to be faced with another change with Parks & Recreation. Has the new person been announced as to who's going to step into Mark's shoes?

Martin: My understanding is that they're still working on that process. Mr. Chairman, Mr. Hamilton, Mr. Weir said that Sonya Delgado will be our new Parks & Recreation Director. She's been with Parks & Recreation for quite some time and has a lot of good knowledge, background, work, the different pieces of it.

Hamilton: We've worked with her in the past, too.

Martin: Yes, sir. We've worked very closely with her because a lot of times, she's been that point person on a number of our projects and things, so we also look forward to having that continued good working relationship.

Hamilton: So there won't be a void, then.

Martin: No sir.

Hamilton: That's good. In Travis' stead, I notice that we've got a new Fire Chief, but we've got a lot of folks that have a lot of experience that are going to help us through that process on the Fire Department side. Who will take the lead in that until everything settles?

Mims: It will still be Ted as the main point of contact until Eric gets stabilized.

Hamilton: Okay, good. Super.

Chair Johnson: I will say that the past Fire Chief was super in terms of the process that this Board needs to hear, in terms of impact fees. I also think there's been a lot of group relationships here that have been beneficial, and that's why I have hope for the Park districts too, because there's just a lot of inter-departmental stuff that's working from our perspective. Any further comments, questions?

Martin: Mr. Chairman, Committee, that's all I've got for you today.

Hamilton: Thank you, Eric.

5. Next Meeting Date:

Chair Johnson: Our next item on the agenda. It appears that our next meeting date is May 19th, and at that meeting we're going to have a review of Utilities Fee Structure by Dr. Garcia. Alma, I would only ask if Dr. Garcia has any materials available, I will be out of town and thus not at the meeting. I'm very interested in what he's going to say, so if you could send it to me, I would appreciate anything he's got.

Ruiz: We'll include that in the Agenda Packet.

Chair Johnson: As soon as you can. Vice-Chairman Beerman will be in charge and hopefully we will have a quorum.

6. Public Participation:

There was none.

7. Committee General Discussion:

Ruiz: I'd like clarification as to the minutes. Do you want us to continue with the verbatim minutes?

Chair Johnson: Yes. As I stated earlier, I learned a lot by my first time reading them, even though I've voted on them in the past. I thought that they were useful in terms of what Chief Brown did in explaining the process. In fact, I would hope that the new incoming people Parks and Fire would read some of the comments that Chief Brown made, because he got it. He understands what we're about, and that was great.

Montoya: Mr. Chairman, if I can. I'm not sure if Steve or Ted already talked to you, but we have a Public Meeting of Impact Fees on Tuesday, April 26th. It will be at City Hall in room 2007. We'll have the meeting, and then we'll close down for a Public Hearing and have it recorded. I just wanted to let you know that was going on and it's been advertised already. We're still pushing for May 16th before the City Council, I don't believe that has changed. I just wanted to update you on that as to where we should go to Council, and hopefully they'll give us the blessing, they'll approve it. I also wanted to give you an update because someone talked about the Park Impact Fees. Public Safety Impact

Fees, we budgeted \$300,000 this year and we're at about \$287,000, so we'll probably earn a little bit more similar to Parks. Right now we're at \$287,000. Just a little update for you guys.

Hamilton: Good, thank you. What time was that meeting on the 26th?

Montoya: It starts at 5:30, and then the hearing will begin at 6:30.

Chair Johnson: And Alma will send out the quorum notices? Okay, thank you. Any other items to be raised? Any Board comments?

Vice-Chair Beerman: I was just curious. I agree the minutes are an excellent product, I think they're very valuable. Is that done in an automated way or do you actually transcribe?

Ruiz: We transcribe.

Vice-Chair Beerman: That's impressive. It's quite an effort, I think, and an investment in resources to do that. It looks to me like it probably is worth it.

Ruiz: Thank you.

Chair Johnson: And it doesn't edit out Mr. Hamilton's misstatements.

Hamilton: Exactly. They're still in there.

Chair Johnson: Gene, do you have any comments?

Suttmiller: No, nothing.

Chair Johnson: Lonnie, as to the non-Chairman's first meeting?

Hamilton: As the non-Chairman's first meeting, I think you've done a nice job, Ron. The thing that I would reiterate with the minutes is that when most of us were coming on this Board, we had abbreviated minutes and really, you could not see heads or tails of what had gone on in the meeting, except just in large captions. I've found it very helpful over the last four years to have verbatim minutes. Even though with my mistakes, you can see the gist of the meeting much clearer, and it brings to light any of the issues that need to be re-addressed. I think it's a very valuable tool to all of us.

Chair Johnson: Lonnie, as you remember, that was my first complaint. I couldn't make sense out of them. Now that we've got the verbatim minutes, they may be long and you take your time, but they're worth it.

Hamilton: They are.

Chair Johnson: Any further business?

8. Adjournment.

Hamilton: I move we adjourn.

Vice-Chair Beerman: Second.

Chair Johnson: All those in favor?

Suttmiller: Aye.

Chair Johnson: Aye.

Hamilton: Aye.

Vice-Chair Beerman: Aye.

Meeting was adjourned at approximately 1:55 PM.

 19 May 2016
William Beerman Date
CIAC Vice-Chair