

**AGENDA**

Meeting of the Facility Development Committee  
March 30, 2021 – 4:15 p.m. - Committee Meeting  
North Highlands Recreation Center - 6040 Watt Avenue, North Highlands, Ca 95660  
Phone: (916) 332-7440  
WWW.NHRPD.ORG

1. **CALL MEETING TO ORDER**

2. **COMMENTS AND REPORTS FROM CITIZENS AND ORGANIZATIONS**

Matters under the jurisdiction of the Board of Directors, and not on the posted agenda, may be addressed by the general public at this time. The public may address the Board on each agenda item during the Board's consideration of the item. In order to speak, the speaker must complete and submit a public comment card. The cards are available on a table to the rear of the Boardroom. The card should be handed to the Secretary of the Board. The Chairperson of the Board may use his or her discretion in waiving this policy. The Board of Directors limits testimony on matters not on the agenda to three minutes per person and not more than fifteen minutes for a particular subject. Except for public hearings, comments from the public shall not be received until after completion of Board Discussion and deliberation, and just before final action or completion of the Agenda item. The Board of Directors cannot take action on any unscheduled matter.

3. **NEW BUSINESS**

- A. **FY2021-2022 Master Facility Needs: Prioritization of Projects, Studies and Cost Estimates**  
Facility Development Committee to meet with Administrator Mazzuca and Park Superintendent Graham to discuss FY2021-2022 Master Facility Needs List.

4. **ADJOURNMENT**

5. **DATE, TIME, AND PLACE OF NEXT MEETING**

The next regular meeting of the Board of Directors will be on April 8, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability - related modification or accommodation to participate in this meeting, and then please contact the North Highlands Recreation and Park District Office at (916)332-7440. Requests must be made as early as possible and at least one-full business day before the start of the meeting.

## NORTH HIGHLANDS RECREATION AND PARK DISTRICT

TO: Beau Reynolds, Committee Chairperson  
Crystal Harding, Committee Member

FROM: Larry Mazzuca, Administrator  
Scott Graham, Parks and Facilities Superintendent

DATE: March 30, 2021

SUBJECT: Facility Development Committee: FY 2021-2022 Master Facility Needs: Prioritization of Projects, Studies and Cost Estimates

### BACKGROUND

The March 11, 2021 Board Agenda included a staff report describing a “master facility needs list” for district parks and facilities. Staff would present a priority list of projects, studies and cost estimates to the Facility Development Committee for further review and consideration. After the Facility Development Committee has reviewed the list of priority projects and studies, the committee would then make a recommendation to the Board of Directors as to which proposed projects and studies should be included in the FY 2021-2022 budget.

### DISCUSSION

Staff has reviewed the master list of proposed projects, studies and costs and has prepared a “draft” priority list for further review and consideration by the Facility Development Committee. The goal is for the committee to review this list, make changes and or modifications if required to do so, and then make a recommendation to the Board of Directors. The goal is to address priority needs of the district with consideration given to available funding and staffing.

### RECOMMENDATION

In review of March 11 Master Facility Needs List, staff recommends the follow projects and/or studies be considered for funding in the FY 2021-2022 budget. Once the Facility Development Committee has agreed to the proposed priority projects/studies, staff will identify available and appropriate funding sources. Projects and studies noted in “red” are those recommended staff is recommending in FY 2022/2022. Projects or studies listed in “blue” are general fund (GF) expenditures and/or GF reserve expenditures that can be added to the operations budget.

### PRIORITY I PROJECTS – PARK PLAYGROUNDS

**CHARDONNAY PARK:** It is staff’s recommendation that the playground at Chardonnay Park be replaced. The current play equipment is approximately 25 years old. Including meeting all ADA requirements, the estimated cost is **\$275,000**. The cost includes dismantling and disposal of the existing playground equipment, purchase and installation of new equipment and shipping costs (which are substantial). To use developer impact fee funds, we must meet several criteria. 1) The cost of new recreational facilities must expand the existing service capacity. 2) Recreational facility costs must provide growth related capacity, i.e., the new playground footprint must be larger than the one it will replace.

Staff recommends that we replace the current playground equipment with an “all inclusive” playground. An all-inclusive playground is one that goes beyond minimum accessibility to create play experiences that meet a variety of needs and interests. Strizek Park has an all-inclusive playground.

The playground equipment at Strizek Park that was replaced several years ago met both of the described criteria and was approved by the county to use developer impact fees. While we will no doubt run our proposal by the county, as well as SCI, our consultant on developer impact fees, we feel that this meets the necessary criteria to use developer impact fees for this purpose.

Staff also recommends that \$10,000 be budgeted for Freedom Park equipment repairs and an additional \$10,000 for other park playground repairs. These funds would be used to repair or replace existing equipment (swings, slides and other related playground equipment)

**Estimated Funds Required: \$295,000**

Provided funding is available, new children’s playground equipment will be considered for replacement in the following parks as part of the FY 2022-2023 budget.

PLANEHAVEN PARK	FY 2022-2023
CAPEHART PARK	a
RIDGEPOINT PARK	b

(a) If the Lakes at Antelope residential housing project breaks ground, funding for Capehart improvements will be available for park playground equipment replacement as well as all recreation amenities located at this site. Therefore, it is best that we wait at least one additional year to see if revenue derived from this project becomes available for Capehart.

(b) Replacement of the playground equipment located at Ridgepoint Park is contingent upon the NHRPD and TRUSD developing a new Facility Use Agreement. It is not in the district’s best interest to invest limited district resources without a long term agreement in place between TRUSD and NHRPD.

**PRIORITY I PROJECTS – PEDESTRIAN PARK PATHWAYS**

Staff recommends that the district fund the four parks that have been identified as High Priority to replace and or repair existing pathways. These pathways have already been identified as safety hazards by the district. If someone is injured in a “trip and fall” due to the existing conditions, we will likely face an expensive lawsuit. This is a very high priority item.

Brock Park:	\$7,500
District Office Complex	8,000
Karl Rosario Park	7,000
<u>Larchmont Park</u>	<u>7,000</u>
Total	\$29,500

**Estimated Funds Required: \$29,500**

Provided funding is available, park pathway repairs and or replacement should be considered at the following parks as part of the FY 2022-2023 budget.

CAPEHART  
MEMORIAL  
PLANEHAVEN  
STRIZEK

**MISCELLANEOUS PARK AMENITIES**

There is no recommendation to budget funds in this category as all currently all are low priority.

**PICNIC AREAS**

Staff recommends replacing picnic tables and bbq grills at Larchmont Park. The estimated cost is \$7,500.

**Estimated Funds Required:** **\$7,500 \***

\*To be included as part of the Larchmont Playground project.

**DISTRICT, PARK AND FACILITY PARKING LOTS**

There is no recommendation to budget funds in this category for FY 2021-2022 as two district park parking lots have been resealed in the past several years and the others have a medium priority.

**DISTRICT BUILDINGS**

CAPEHART GYMNASIUM FACILITY: Staff recommends repairing drywall damage and stucco (pre-school bathrooms) at Capehart. HVAC unit replacement (2) can be budgeted in FY 2022-2023. Gym flooring, bleachers and basketball standards are scheduled to be replace as part of the Prop 68 Per Capita Grant. Other listed repairs maybe addressed if The Lakes at Antelope development impact fees are realized in the next several year.

**Estimated Funds Required:** **\$10,000**

**DISTRICT OFFICE COMPLEX: Staff recommends that the replacement of two HVAC Units (there are four), replacement of carpet in the district office complex (it is becoming a safety issue) and replacement of entry doors to the community center and district office with ADA electronic automatic doors. Other repairs can be budgeted for FY 2022-2023.**

HVAC Units (2) x \$15,000	\$30,000
Carpet Replacement	15,000
<u>ADA Doors</u>	<u>30,000</u>
<b>Total</b>	<b>\$75,000</b>

**Estimated Funds Required:** **\$75,000**

**PARK RESTROOMS**

MEMORIAL PARK RESTROOM: The cost to replace this restroom with a pre-fabricated “drop in” building would be approximately \$150,000. The district is unable at this time to do this, but does recommend that the existing facility be demolished and recommends budgeting \$5,000 for this purpose.

**Estimated Funds Required:** **\$5,000**

\*FREEDOM PARK RESTROOM: While this restroom is showing its age, it remains functional.

**PARK SIGNAGE REPLACEMENT**

While replacing park signage in an effort to modernize park signs, the District believes that there are many other higher priority needs for the district in FY 2021-2022.

**Estimated Funds Required:** **\$0**

**TURF AND TREE MAINTENANCE AND LANDSCAPING IMPROVEMENTS**

Staff recommends that the district budget additional funds in park operations to reseed or over-seed two parks every year. The recommendation is to over-seed Chardonnay in FY 2021-2022. The estimated cost is approximately \$10,000 per park (price is based on acreage) and this likely would need to be contracted out. Staff is not recommending additional tree maintenance funds in FY 2021-2022.

**Estimated Funds Required:** **\$10,000**

**STRIZEK PARK IRRIGATION SYSTEM REPLACEMENT**

The existing irrigation system is likely as old as the park itself (50+ years). It is non-operational in some areas of the park resulting in no existing turf. This is a serious problem that needs to be addressed soon, but will require irrigation system contractor to evaluate the system, determine a course of action and provide an estimated cost. Staff is recommending that \$5,000 be budgeted in the park operations budget in FY 2021-2022 for a contractor to evaluate the irrigation system and provide a written recommendation.

**Estimated Funds Required:** **\$5,000**

**ADA (AMERICANS WITH DISABILITIES ACT) TRANSITION PLAN**

The district’s current ADA plan is dated and needs to be replaced. CAPRI has worked with a firm called DAC (Disabilities Access Consultants) to provide new ADA Transition Plans for CAPRI member districts. Scott has already participated in about a half dozen virtual workshops offered by DAC through CAPRI in preparation for the district contracting with DAC to develop this plan. CAPRI has negotiated a price with DAC to provide transition plans at a discounted rate. The workshops Scott is participating in is a lead up to developing our transition plan. This is a HIGH priority need for the district as without a modern up to date transition plan, the district would be subject to losing court cases if we were sued due to not meeting ADA legal requirements.

This plan will take approximately 9-12 months to complete, but will put the district in a very good position to defend itself in the event it becomes subject to an ADA claim. Most ADA claims start with a single claim which then results in additional claims as attorney's use the discovery process to find other ADA negligence. The estimated "ball park" cost for the ADA Transition Plan could range between \$40-50,000.

**Estimated Funds Required: \$50,000**

**DISTRICT PARK MASTER PLAN**

The district's park master plan is approximately 12 years old and needs to be replaced. The estimated cost for a master plan is approximately \$75,000-\$100,000. Because of the size of our district, I believe that our master plan will be closer to the lower amount. Because the ADA Transition Plan is clearly a higher priority than the master plan (mostly because of the possible expensive litigation involved), staff recommends that the district's park master plan be considered for FY 2022-2023 or possibly 2023-2024.

**Estimated Funds Required: \$75,000**

**SUMMARY**

**Proposed Projects for FY 2021-2022:**

I.	Chardonay Park Playground Equipment Replacement	\$295,000 a
II.	Park Pathway Replacement Project	30,000 b
III.	ADA Transition Study	50,000 b
IV.	<u>District Office and Community Center Project</u>	<u>75,000 b</u>
	<b>Total</b>	<b>\$450,000</b>

- (a) Developer Impact Fees \$295,000
- (b) General Fund Reserves 155,000

*\*Staff will print the Facilities Development Committee with a colored copy of this report and distribute at the committee meeting March 30, 2021.*