

Agenda Report

September 24, 2018

TO: Honorable Mayor and City Council
THROUGH: Finance Committee
FROM: Department of Public Works
SUBJECT: **REVISION TO VINA VIEJA PARK DRAWING NUMBER 5700 TO ALLOW FOR THE EXPENDITURE OF RESIDENTIAL IMPACT FEES, REVISION TO CAPITAL IMPROVEMENT PROJECT "PICKLEBALL COURTS – DESIGN AND CONSTRUCTION" PROJECT TITLE AND DESCRIPTION, AND AMENDMENT TO FY 2019 CIP BUDGET**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed actions are not "projects" as defined in the California Environmental Quality Act (CEQA), Public Resources Code Section 21065 and Section 15378(b)(4) and (5) of the State CEQA Guidelines, and as such, are not subject to environmental review;
2. Adopt a revised Vina Vieja Neighborhood Park drawing number 5700 to allow for the expenditure of Residential Impact Fees (RIF);
3. Revise the project title and description of Capital Improvement Project "Pickleball Courts – Design and Construction" to reflect Vina Vieja Park as the location of the proposed project; and
4. Amend the Fiscal Year 2019 Capital Improvement Program (CIP) Budget by appropriating \$400,000 from the RIF fund (East) to the *Pickleball Courts – Design and Construction* CIP as detailed in the body of the agenda report.

BACKGROUND:

In January 2018, Public Works Department staff assembled a pickleball working group to assist the City in identifying a recommended location for permanent pickleball courts. The group established a desired design program, considered 12 possible locations and identified three locations as having the most potential.

The three locations were presented to the Recreation and Parks Commission on April 3, 2018. The commission recommended the undeveloped portion of Vina Vieja Neighborhood Park (Vina Vieja) as the preferred location.

A neighborhood meeting was held on June 27, 2018 to present the Vina Vieja design concept (Attachment A) and receive community comment. Approximately 60 people attended the meeting and the project was well-received.

The concept was unanimously supported by the Recreation and Parks Commission at its July 10, 2018 meeting. As a result, staff is prepared to continue developing the design concept for Vina Vieja and initiate the next steps in the planning process.

Pasadena Municipal Code section 4.17.060 establishes that RIF may be used for capital projects at locations that have been identified as parks. The locations are described in numbered drawings which are listed within the code section. Vina Vieja is described as depicted in drawing number 5700. (Attachment B) The Public Works Department recommends revising drawing number 5700 to include the remainder of the City-owned parcel located south of the existing park (Attachment C). This land is already dedicated park land pursuant to Municipal Code section 3.23.010.V. (Attachment D). Revising the park drawing would allow for the expenditure of RIF funds to design and construct the courts.

The proposed project location is unimproved land and would be considered new park development. The estimated cost of planning, design, project-level environmental review, and entitlements is \$400,000.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goal to improve, maintain and enhance public facilities and infrastructure. It supports the Land Use Elements of the General Plan by improving the recreational opportunities of the residents as well as enhancing the City's open space area.

ENVIRONMENTAL ANALYSIS:

CEQA excludes from environmental analysis those actions that are not "projects" as defined by State CEQA Guidelines Section 15378. That section excludes from the definition of "project" the creation of government funding mechanisms and fiscal activities which do not yet commit the lead agency to any specific project, and also excludes organizational or administrative governmental activities that do not result in physical changes to the environment. The actions proposed herein are part of the City's normal administrative process as it takes early steps to prepare for the possibility of undertaking a project, and therefore they are not yet "projects" as defined by CEQA. As the City becomes more certain it will undertake one of the projects, and before it commits itself to the project, the appropriate environmental analysis will be conducted and brought to the appropriate City body for approval.

FISCAL IMPACT:


Staff recommends amending the FY 2019 CIP by appropriating \$400,000 in RIF to the *Pickleball Courts – Design and Construction* project and increasing the total estimated project cost to \$1,800,000. There is sufficient fund balance of \$1,615,647 as of August 27, 2018 in the RIF Fund (East) to support the proposed action. The appropriation of funds is needed to develop the design concept, proceed with the necessary Conditional Use Permit process, including project-level environmental review, and prepare working drawings.

The total cost of this action will be \$400,000. Funding for this action will be addressed by the utilization of recommended budgeted appropriations in the *Pickleball Courts – Design and Construction* CIP project (budget account 78086). It is anticipated that all of the cost will be spent in FY 2019 and FY 2020.

The following table represents a project summary.

Project planning and design	\$ 300,000
Contingency	\$ 30,000
Project Administration	\$ 70,000
Total Fiscal Impact	\$ 400,000

Respectfully submitted,


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STEVE MERMELL
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Attachment A – Concept Plan
Attachment B – Drawing Number 5700, Existing
Attachment C – Drawing Number 5700, Proposed
Attachment D – Existing Conditions