



Meeting Date: April 19 2016

TOWN OF MORAGA

STAFF REPORT

To: Park and Recreation Commission
From: Jay Ingram, Parks and Recreation Director
Subject: April Agenda Items

New Business

VIII. A. Fiscal Year 2016/17 Parks and Recreation Related Capital Improvement Projects (CIP) – (discussion/action)

Town staff will present the proposed projects related to Parks and Recreation. Most projects are similar to the presentation provided to the Commission in April 2015. The attachment for this item includes all Park and Recreation related CIP projects, but separated into three categories: 1) fiscal year 2016/17 funded projects, 2) fiscal year 2016/17 unfunded asset replacements proposed to be funded with Palos Colorados funds and, 3) unfunded projects. This discussion will focus on the fiscal year 2016/17 unfunded asset replacements proposed to be funded with Palos Colorados funds.

All Town departments have been developing and refining the Five-Year Capital Improvement Program. Our Town's Public Works Director/Town Engineer, Edric Kwan, is leading this detailed task. Staff will be available to discuss the proposed (unfunded and funded) park and recreation related projects that will eventually go before Town Council for introduction/consideration this May/June.

Staff recently addressed all Town-wide assets and developed a maintenance/replacement plan. The plan suggested an annual expenditure of \$600,000 to fund the highest ranking priority projects. This dollar amount was seen to be both affordable and manageable from a staffing perspective. For this item staff ranked the highest priority proposed parks and recreation related projects. The Audit and Finance Committee and Planning Commission will review and comment on the overall project list, prior to consideration and action by Town Council. Missing from this list that should equal approximately \$600,000 are other projects associated with vehicle replacement and IT infrastructure.

Parks and Recreation Proposed Projects to be Funded for Fiscal Year 2016/17 (in staff priority order):

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| 1. Hacienda de las Flores Improvement Program | \$33,000 |
| 2. Municipal Building Repainting Program | \$60,000 |

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| 3. Municipal Parking Lots & Pathways Resurfacing Program | \$98,000 |
| 4. Pavilion Building Flagstone Staircase Replacement | \$167,000 |
| 5. Commons Park Improvement Program | \$9,000 |
| 6. Moraga Library Improvements | \$37,000 |
| 7. Municipal Fence Replacement Program | \$32,000 |

TOTAL **\$436,000**

**proposed funding source is Fund 100 - One Time Developer Fees, Palos Colorados. Current balance is \$665,500.*

Recommendation

Provide feedback to staff on Parks and Recreation related CIP's. Staff will forward to the Public Works Director/Town Engineer for further review by the Audit and Finance Committee and Planning Commission, prior to consideration by the Town Council.

VIII. B. Request to Rent Rancho Laguna Park for Local Running Event – (discussion/action)

Kyle Ballard, Founder and Director of Business Operations from A Runner's Mind, a new store opening in the Lafayette Plaza Park approached the Town to host a 5K and 10K run. Runs such as this are common practice with other cities where other A Runner's Mind stores are located (Sacramento and Burlingame). Town staff supports the concept as proposed. Mr. Ballard has worked with Town staff and developed a number of different running routes, trying to minimize the impact to the Town traffic. Using Rancho Laguna Park as a starting and finishing point makes sense. However, as currently proposed, the rental application for the park does not allow this type of use due to a requested start time.

The first two rules on the Town Permit/Application Form state;

- 1) For general park use the hours are 8:00 am to dark. Reservation hours are 10:00 am to dark.
- 2) The Park & Recreation Commission, acting with reasonable discretion, reserve the right to refuse permits to use its facilities.

Mr. Ballard would like to start set-up for the run at 7:00 am, so an exception would need to be made in this case. The Commission, acting with reasonable discretion, has the right to accept a request not within the parameters of the application.

If approved by the Commission, Mr. Ballard and his staff will continue to work within Moraga Police to regulate and manage the necessary traffic and pedestrian safety before, during and after the event.

Recommendation

Approve the use permit to allow for a 7:00 am entry/set-up time and direct staff to continue working towards a successful event on May 30, 2016.

VIII. C. Discussion Regarding Commission Field Trip to Heather Farms Park and Miracle Field in Palo Alto – (discussion/action)

As a result of the Moraga Rotary All Access Playground proposed project discussion in March, the Commission discussed a possible field trip to other similar facilities. Commission field trips are not uncommon, often used to education commissioner on a variety of facility types, in other jurisdictions. In 2009 the Park and Recreation Commission traveled to Marin to visit community center facilities in Mill Valley and San Rafael. In 2014 the Joint Facilities Planning Subcommittee traveled to the new Pleasant Hill Recreation and Park District facilities to tour the \$33 million dollars of improvements made possible through a successful bond measure in 2009. If the Commission would like to schedule a tour to either Walnut Creek and/or Palo Alto, a meeting notice will need to be posted. The hardest part of coordinating a field trip to an off-site facility will likely be scheduling.

Recommendation

Discuss and provide direction to staff.

VIII. D. Trails Planning and Mapping Project – (discussion)

Commissioner Carman has completed his revisions and wishes to present the draft for discussion. The draft will be distributed at the meeting.

VIII. E. Consider a Resolution to Change the Meeting Location for Park and Recreation Commission Meetings – (discussion/action)

Historically the Park and Recreation Commission hosts public meeting at the Hacienda de las Flores. With the recent improvements to the new Community Meeting Room/Council Chambers, most boards and commissions (including the Town Council) meet at 335 Rheem Boulevard. This option is available to the Park and Recreation Commission.

Administratively, to change location, the Town of Moraga Municipal Code, Chapter 2.16.060 Time and Place of Regular Meetings, states, “The commission shall provide by resolution for the time and place for holding regular meetings. All meetings of the commission are open to the public and the commission shall give notice of its meetings, as required by law.”

Park and Recreation Commission meetings at 335 Rheem Boulevard will be “live-streamed” and viewable on-line. The live-stream will provide a recording of the meeting and can be access at www.moraga.ca.us. Staff will continue to take action minutes.

Recommendation

Consider the Resolution, relocating the Park and Recreation Commission meeting location to 335 Rheem Boulevard, the new Community Meeting Room/Town Council Chambers.