



TOWN OF FAIRFAX

STAFF REPORT

June 1, 2016

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager *GT*

SUBJECT: Approve FY2016-17 work plan for the use of the Town's Measure A funds (County sales tax for parks)

RECOMMENDATION

Authorize the Town Manager to submit the FY2016-17 work plan for Measure A to the County of Marin.

DISCUSSION

Measure A is the one-quarter of one-percent sales tax approved by County voters in 2012. As a condition of receiving the funds, the Town must submit a work plan to the County of Marin detailing the proposed uses of the funds, which can be used for the following:

- i. To maintain, restore and/or renovate existing parks, preserves and recreational facilities.
- ii. To construct new parks and recreational facilities or acquire parklands.
- iii. To engage in vegetation management to reduce wildfire risk, promote biodiversity or control invasive non-native weeds on private, municipal, or district lands.

The Town's Measure A Advisory Committee met to discuss the allocations for FY16-17. At that time, the estimate was approximately \$54,000. However, subsequent to the Committee's meeting, the County has revised its estimate to approximately \$55,500. Staff is recommending that the Town just keep the additional \$1,500 as contingent funding for projects as well as to provide a cushion should revenues come in lower than estimated.

At its May budget workshop, the Council also reviewed the recommendations of the Measure A Advisory Committee which are as follows:

- Acquisition of parkland/open space (FOSC)*- \$10,000
- Maintenance/Repair of pedestrian trails* - \$15,000
- Installation of bicycle pump track at Peri Park - \$6,000
- Renovation of Women's Club stage and other improvements*- \$10,000
- Renovation of Claus Circle park*- \$7,000
- Installation of LED lights in the Pavilion- \$6,000

The asterisk (*) denotes the project was previously funded in FY15-16 and is recommended for additional funding in FY16-17. Please note that the work plan includes carryover funds (e.g., unspent in FY15-16) for two projects: Claus Circle park and the Women's Club. Should a project be delayed/canceled or priorities changed, the Council can reallocate funds at any time by amending its work plan and submitting it to the County for approval.

FISCAL IMPACT

No impact to the General Fund as projects are funded with Measure A funds.

ATTACHMENT

FY16-17 Work Plan for Measure A

AGENDA ITEM # 9

Work Plan

**Measure A City, Town, and Applicable Special District Program
Proposed Expenditure of Measure A Funds for July 1, 2016 to June 30, 2017**

Timely and accurate completion of this report is a condition of receiving Measure A funds.

Instructions:

- This work plan must be completed by an authorized representative of the recipient.
- Please complete this work plan, then scan and e-mail it to Kevin Wright, Marin County Parks External Affairs Coordinator (kwright@marincounty.org), by June 1, 2016.
- Contact Mr. Wright by e-mail (kwright@marincounty.org) or phone (415) 473-2129 if you have any questions, or if you have suggestions to improve this form.
- Marin County Parks will review this plan within one month of its receipt to ensure that proposed expenditures are consistent with Marin County Ordinance 3586 (Measure A).
- Recipients must provide Marin County Parks with 30-days prior notice of any project additions or substitutions that are proposed while a work plan is in effect.
- Total actual project expenditures may not exceed recipient's actual Measure A funding for any given fiscal year, plus any balance remaining from previous years.

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A. Name of Recipient (city, town, or special district): Town of Fairfax

B. Recipient's representative and contact information: (Please print all information)

Name: Garrett Toy
(Print)

Title: Town Manager
(Print)

Address: 142 Bolinas Rd

City, Zip: Fairfax, 94930

Phone: 415-458-2345

E-mail: gtoy@townoffairfax.org

C. Total estimated funds for Fiscal Year 2016-17:

i. Estimated carry-over balance of recipient's Measure A funds from previous fiscal years	ii. Estimate of recipient's Measure A funds for FY 2016-17. (This information will be provided by Marin County Parks)	iii. Total estimated available funds for FY 16-17 (i + ii).
\$ 11,500	\$55,533.73	\$67,033.73

D. Recipient's Measure A Work Plan for Fiscal Year 2015-16:

Name of work or project:	Primary purpose of work or project. Select only one from list below. **	Description. Be as specific as possible. Include numbers related to square footage of facilities, acreage, etc. If Measure A funds were used for maintenance, use numbers to indicate change from pre-Measure A conditions.	Amount of Measure A funds estimated to be used:	Source(s) and amount(s) of matching funds projected for use. If none, enter "0"	Total expenditures projected for work or project in current reporting year
Acquisition of parkland	d	Contribution of funds to reserves for the future acquisition of parkland	\$10,000	0	\$10,000
Maintenance/Repair of pedestrian trails	b	Repair of pedestrian trails throughout Town	\$15,000	0	\$15,000
Renovation of Women's Club stage and other improvements	b	Make the existing stage ADA accessible for recreational use and other improvements to the facility	\$20,000	\$0	\$20,000
Lighting improvements in Pavilion	b	Replace Pavilion light fixtures with safer and more energy efficient LED light fixtures	\$6,000	\$0	\$6,000
Renovation of Claus Circle park	b	Renovate existing park including new park equipment (e.g., benches) to make it a more functional park for the community	\$8,500	\$0	\$8,500

Design and construct bicycle pump track in Peri Park.	c	Design and construct bicycle pump track in Peri Park.	\$6,000	\$6,000
Estimated Total				\$65,500

*Keeping \$1,533.73 as contingency reserves for projects.

**Select work or project purpose only from the following menu: (see next page for additional choices)

- a) Routine maintenance
- b) Renovation of existing recreational facility, including infrastructure (includes planning, environmental review, permitting, design development, etc.)
- c) Construction of new park or recreation facility (includes planning, environmental review, permitting, design development, etc.)
- d) Parkland acquisition
- e) Vegetation management to reduce wildfire risk
- f) Vegetation management to promote biodiversity
- g) Vegetation management to control invasive, non-native weeds

E. Certification

I certify that the information contained herein is true and accurate, to the best of my knowledge.

Signature

Town Manager
Title

Garrett Toy
Print Name

Date