



TOWN OF FAIRFAX

STAFF REPORT

July 15, 2015

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager *OK*

SUBJECT: Approve FY15-16 work plan for the use of the Town's Measure A (County sales tax for parks) funds

RECOMMENDATION

Authorize the Town Manager to submit the FY15-16 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 total estimated funding for FY15-16 is approximately \$73,000 which consist of \$46,000 in estimated sales tax revenue, \$10,000 in Measure A funds not used in FY14-15, \$9,000 in additional Measure A funds received in FY14-15, and \$8,000 in contingent sales tax revenue to be received in FY15-16. Attached is a table showing the use of funds in FY14-15.

County staff recognizes that its sales tax estimate is conservative and that it is permissible for the Town to submit a workplan based on higher revenue estimates. We are estimating the Town will receive an additional \$8,000 (approx. 20% increase), similar to FY14-15.

At its May budget workshop, the Council reviewed the recommendations of the Measure A Advisory Committee and made a revision to one of the allocations. Two projects are funded with contingent sales tax funds (marked with *) meaning if the Town receives less than the \$8,000 it would be prorated between the two projects. The proposed projects are as follows:

- Acquisition of parkland/open space- \$10,000
- Repair of miscellaneous park equipment (e.g., Peri Park stage) - \$11,500*
- Maintenance/Repair of pedestrian trails - \$24,000*
- Restoration of Skyranch facilities- \$5,000
- Renovation of Women's Club stage- \$10,000
- Renovation of Claus Circle park- \$12,500

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

The Town anticipates having approximately \$73,000 in Measure A funds available for FY15-16.

ATTACHMENTS: (1) Table showing use of funds in FY14-15; (2) FY15-16 Work Plan for Measure A

TABLE A- USE OF MEASURE A FUNDS FY14-15

Name of work or project:	Description	Amount of Funds:
Acquisition of parkland	Contribution of funds toward the purchase of Skyranch	\$50,000
Reconstruction of the Bank St. (Pavilion) parking lot	Reconstruction of the Bank St. parking lot	<u>\$13,770.69</u>
Total Spent		\$63,770.69
Carry-over to FY15-16		\$18,893

Work Plan

**Measure A City, Town, and Applicable Special District Program
Proposed Expenditure of Measure A Funds for July 1, 2015 to June 30, 2016**

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, 2015.
- 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 2015-16:

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 2015-16. (This information will be provided by Marin County Parks)	iii. Total estimated available funds for FY 15-16 (i + ii).
\$ 18,893	\$54,107 (see note)	\$73,000

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	\$24,000*	0	\$24,000
Renovation of Women's Club stage	b	Make the existing stage ADA accessible and available for recreational use	\$10,000	\$18,745	\$28,745
Reserve fund for future improvements at Sky ranch	c	Contribute funds to reserve for future improvements to Sky ranch	\$5,000	\$0	\$5,000
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	\$12,500	\$0	\$12,500

Repair of miscellaneous park equipment and facilities (e.g., Peri Park stage, basketball court)	b	Repair/replace park equipment such as benches and the stage in Town owned parks; also includes repaving basketball court	\$11,500*	\$11,500
Estimated Total				\$91,745

*Note: The County estimates the Town will receive \$45,710.95 in Measure A funds. Last year, the Town receive approximately \$8,900 more than projected by the County. For FY15-16, the Town is anticipating receiving an additional \$8,396.05 in Measure A funds for projects. Any additional funds will be allocated on a prorated basis to the two projects identified above.

**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 _____ Title _____ Town Manager _____

Print Name _____ Garrett Toy _____ Date _____