



SAN RAFAEL
THE CITY WITH A MISSION

Agenda Item No: 4.c

Meeting Date: March 18, 2024

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works
April Miller, Public Works Director

Prepared by: Theo Sanchez, Associate Civil Engineer City Manager Approval: 

TOPIC: PICKLEWEED PARK ENHANCEMENT PROJECT

SUBJECT: AUTHORIZE A SUPPLEMENTAL BUDGET APPROPRIATION FOR ADDITIONAL PERMITTING SUPPORT SERVICES ASSOCIATED WITH THE PICKLEWEED PARK ENHANCEMENT PROJECT, IN THE AMOUNT NOT TO EXCEED \$21,500

RECOMMENDATION:

Staff recommends that the City Council authorize a supplemental budget appropriation for a third amendment to Task Order #74 with WRA, Inc. Staff recommends that the City Council authorize a supplemental budget appropriation for additional permitting support services associated with the Pickleweed Park Enhancement Project, in the amount not to exceed \$21,500.

BACKGROUND:

The Pickleweed Park Enhancement Project proposes to add several park amenities, including a synthetic turf field, basketball/sport court, playground structure for children under five, fitness equipment for adults, shaded seating, and a gazebo. As the project is located within the jurisdiction of the Bay Conservation and Development Commission (BCDC), a task order was set up with WRA, Inc. on April 14, 2022, to facilitate the BCDC permit application. The existing budget for the permitting support services is \$50,160.

ANALYSIS:

City staff have been working on coordinating the Pickleweed Park Enhancement Project and the Tiscornia Marsh Restoration Project, which is currently being designed under the direction of the Marin Audubon Society (MAS).

The two proposed projects are located adjacent to each other and are anticipated to have overlapping construction windows. The Tiscornia Marsh Restoration Project will take place over several years, while the Pickleweed Park Enhancement Project is estimated to last six months. Although these project duration estimates are dependent on the presence of protected nesting birds, the City's park enhancement project should be completed before the marsh restoration project. A design was needed for this interim condition when the City's park project is nearing completion and needs to be tied into the partially completed marsh restoration project.

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Disposition:

The coordination between these two projects and the limited construction budget for the City's project have resulted in several changes to the design requiring revisions to the original BCDC permit application. City staff have requested a proposal from WRA, Inc. for additional services needed to finalize obtaining the BCDC permit.

FISCAL IMPACT:

The proposal from WRA, Inc. to provide additional permitting support services totals \$21,500. Because this amount exceeds the approved budget for the permitting support services of \$50,160, a supplemental budget appropriation in the amount of \$21,500 is required for this expenditure. Funding to support this budget augmentation is available through General Fund resources (fund balance) assigned for priority capital projects.

OPTIONS:

The City Council has the following options to consider on this matter:

1. Authorize the supplemental budget appropriation as recommended.
2. Do not authorize the supplemental budget appropriation and provide further direction to staff.

RECOMMENDED ACTION:

Staff recommends that the City Council authorize a supplemental budget appropriation for additional permitting support services associated with the Pickleweed Park Enhancement Project, in the amount not to exceed \$21,500.

ATTACHMENTS:

N/A