



# TOWN OF FAIRFAX

## STAFF REPORT

### September 3, 2014

**TO:** Mayor and Town Council

**FROM:** Garrett Toy, Town Manager *GT*

**SUBJECT:** Approve the reprogramming of State Park Per Capita Grant funds from the Pavilion Seismic Retrofit project to the construction of a new Pavilion parking lot

---

#### **RECOMMENDATION**

Authorize the Town Manager to do everything necessary and appropriate to work with the California Department of Parks and Recreation to reprogram the State Park Per Capita Grant funds from the Pavilion Seismic Retrofit project to the construction of a new Pavilion parking lot.

#### **DISCUSSION**

Currently, the Town has a commitment of grant funding from the California Department of Parks and Recreation for \$104,600 from the Per Capita Grant (Grant). Of the amount, approximately \$15,000 was allocated to the construction of the ball field restrooms with the balance of the funding (\$89,600) allocated for ADA improvements for the Pavilion Seismic Retrofit project. The Grant requires the project to be completed by March 31, 2015. However, the Seismic Retrofit project has been significantly delayed by FEMA and the possibility does not exist to complete the project by the Grant deadline. The State has indicated the Town can reprogram the funds to another eligible project. Staff is recommending the funds be reprogrammed for the construction of a new parking on the existing Pavilion parking lot. Staff believes the project can be completed by the Grant deadline.

No budget amendments are required at this time. Staff anticipates including any budget amendments to the adopted FY14-15 Capital Improvement Program (CIP) to be included with future actions requiring Council approval such as a contract for a design services and the bid award for construction.

#### **FISCAL IMPACT**

The key impact is that the Grant funding (\$89,600) for the ADA improvements will need to be replaced by monies from the Pavilion Restoration Fund. The Grant funds were being used to meet the 25% matching grant requirement for the Seismic Retrofit project. The Pavilion Restoration Funds were initially allocated to the installation of a catering kitchen and refinishing the floor to be constructed as part of the Pavilion Retrofit project. As a result, staff will need to find replacement funding. However, as the Seismic Retrofit project is significantly delayed, the impact to the timing of the kitchen and floor improvements could be minimal, as the Seismic Retrofit project most likely would not begin construction until 2016.