

MOTION:

June 17, 2014
Regular Meeting
Res. No. 14-

SECOND:

RE: **TRANSFER, BUDGET AND APPROPRIATE \$1,300,000 FROM THE FISCAL YEAR 2014 DEPARTMENT OF PARKS AND RECREATION CYCLICAL MAINTENANCE PROGRAM TO FISCAL YEAR 2015 FOR THE PURPOSE OF MAINTAINING AND IMPROVING PARKS FACILITIES – ALL MAGISTERIAL DISTRICTS**

ACTION:

WHEREAS, Prince William County is a community that attracts families interested in a high quality of life; and

WHEREAS, the Prince William County Department of Parks and Recreation provides quality recreation opportunities for families; and

WHEREAS, the Department of Parks and Recreation provides cyclical maintenance programs ensuring that park facilities are safe, functional and accessible to all citizens; and

WHEREAS, the children’s pool at Water Works is deteriorating and requires repair and renovation; and

WHEREAS, other cyclical maintenance projects were not completed in FY2014 because of staff vacancies in construction management;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors does hereby transfer, budget and appropriate \$1,300,000 from the Fiscal Year 2014 Department of Parks and Recreation Cyclical Maintenance Program to Fiscal Year 2015 for the purpose of maintaining and improving Parks facilities as follows:

Transfer from FY2014 Cyclical Maintenance:

<u>OCA</u>	<u>OL3</u>	<u>Amount</u>
447517 – Cyclical Maintenance	3470	\$950,000

Transfer to FY2015 Cyclical Maintenance:

<u>OCA</u>	<u>OL3</u>	<u>Amount</u>
447517 – Cyclical Maintenance	3470	\$950,000

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Page Two**

Transfer from FY2014 Cyclical Maintenance:

<u>OCA</u>	<u>OL3</u>	<u>Amount</u>
447517 – Cyclical Maintenance	3470	\$350,000

Transfer to FY2015 Capital Projects:

<u>OCA</u>	<u>OL3</u>	<u>Amount</u>
TBD – Water Works Children’s Pool	3230 – Design Services	\$350,000

BE IT FURHTER RESOLVED that the Director of Finance is authorized to adjust downward these amounts contingent upon available balances at June 30, 2014.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Parks Director

Budget Director

Finance Director

ATTEST: _____
Clerk to the Board



Melissa S. Peacor
County Executive

COUNTY OF PRINCE WILLIAM

OFFICE OF EXECUTIVE MANAGEMENT

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May 30, 2014

TO: Board of County Supervisors

FROM: For Debra D. Andrew *DA*
Parks and Recreation Director

THRU: Melissa S. Peacor
County Executive

RE: Transfer, Budget and Appropriate \$1,300,000 from the FY 2014 Department of Parks and Recreation Cyclical Maintenance Program to FY 2015 for the Purpose of Maintaining and Improving Parks Facilities

I. Background in chronological order is as follows:

- A. Park Authority Merged with the County – On July 1, 2012, the Prince William County Park Authority merged into Prince William County Government as the Department of Parks and Recreation (Parks) thereby dissolving the Park Authority.
- B. Parks Financial Management System (FMS) – Parks commenced using the County's financial management system (Performance) on January 1, 2014. Prior to this date, all financial transactions for Cyclical Maintenance were recorded in FMS.
- C. Cyclical Maintenance Projects – Each fiscal year, Parks develops and implements a list of cyclical maintenance and improvements to Parks facilities and grounds. These maintenance projects/improvements are necessary to sustain safe and functional facilities and grounds. Many times these maintenance projects are so large and expensive that funds must be set aside for multiple years until the required budget amount is attained.
- D. American with Disabilities Act (ADA) Audit Requested – On August 20, 2012, a Board of County Supervisors (BOCS) Tracker was issued requesting an audit of all County facilities, including Parks and Recreation Facilities for compliance with ADA.

- E. Dog Park Landscape Enhancements – On August 7, 2012, by Res. No. 12-679, end of year funds in the amount of \$27,887 were transferred from the Occoquan Supervisor's office funds to the Dog Park project fund. A portion of the landscaping was installed on the site on October 5, 2013 as a community volunteer project.

- F. National Park Service Grant Accepted - On August 7, 2012, by Res. No. 12-695, the BOCS ratified, accepted, budget and appropriated a grant in the amount of \$77,500 from the National Park Service for the purpose of installing an ADA accessible canoe/kayak ramp at Lake Ridge Park. The ramp installation has been underway since winter of 2013/2014 and final billings will not occur prior to the end of the fiscal year.

- G. Playground Replacement – End of life playground replacements are planned for each fiscal year in order to ensure all parks playgrounds are safe and sanitary for the residents use. The James Long Park playground and the Andrew Leitch playground were scheduled for replacement during FY14, and although the designs for these playgrounds were developed, the playgrounds will not be installed prior to the end of the fiscal year.

- H. Chinn Roof Replacement – In order to create an adequate funding source for a large single project, funds are allocated over the course of several fiscal years until the required amount of funding has accumulated. The roof replacement for the Chinn Aquatics and Fitness Center is funded through the addition of funds from the Parks Cyclical Maintenance Program over the course of several years. Funds from the FY 13 Cyclical Maintenance Program, will be combined with additional funds from FY14 and carried forward until the \$1 million project cost has been accumulated.

- I. Stream Bank Mitigation – In 2008, the Park entered into an agreement with Angler Environmental to establish a stream mitigation bank utilizing parks properties as locations for restoration. As a result of this restoration, and subsequent sale of stream mitigation credits, the Parks and Recreation Department has earned revenues in the amount of \$1,055,148. After the BOCS approval of the use of funds for Parks and Recreation projects including; Fuller Heights Park, Lake Ridge dock, Catharpin Park field lighting, Town of Quantico playground and \$56,000 in funds to compensate Northern Virginia Conservation Trust to hold the conservation easements associated with the mitigation, \$57,001 in funds remain in the Stream Mitigation project within the CMP account.

- J. Waterworks Kiddie Pool – In 1991, the Park Authority opened up Waterworks Water Park in Dale City. Since opening, this water park has been heavily utilized by the local residents, with long lines to get into the facility on many days. The kiddie pool at Waterworks has had structural and mechanical issues for the past 8-

10 years. Each year the Parks Facility Maintenance staff, working with contractors, have been able to patch up the pool to keep open for another season.

- K. Cyclical Maintenance Funding Approved – In the FY 14 adopted budget, \$1.4 million was allocated to Parks and Recreation Cyclical Maintenance. In addition, \$913,656 in FY13 Cyclical Maintenance encumbrances (Res. No. 13-428) and \$1,266,049 in unencumbered FY 13 cyclical maintenance funds (Res. No. 13-496) were carried forward, for a total FY 14 beginning balance of \$3,579,705. The current unencumbered balance is \$1,591,856.

II. Current Situation is as follows:

- A. FY 14 Parks Cyclical Maintenance Program – The projects in the Parks Cyclical Maintenance Program are managed by the Parks Construction Managers. Two of the three authorized positions were vacated in February, 2014 resulting in projects that could not be completed in FY 14.
- B. Sufficient Funds Availability – The Cyclical Maintenance Program has sufficient funds available to complete these projects in FY 15, and the staff is being hired.
- C. Board Action Requested – The Board of County Supervisors is requested to transfer, budget and appropriate \$1,300,000 from the FY 14 Department of Parks and Recreation Cyclical Maintenance Program to FY 15 for the purpose of maintaining and improving Parks facilities.

III. Issues in order of importance are:

- A. Timing – Is there a timing urgency to this request?
- B. Fiscal Impact – What is the financial impact of this action?
- C. Service Level/Policy Impact – What are the service level or policy implications associated with this action?
- D. Legal – What are the legal considerations associated with this action?

IV. Alternatives in order of feasibility are:

- A. Transfer, budget and appropriate \$1,300,000 from the FY 2014 Department of Parks and Recreation Cyclical Maintenance Program to FY 2015 for the purpose of maintaining and improving parks facilities.
1. Timing – The use of these funds will become available July 1, 2014 which will allow continuation of the projects so there is no additional delay.

2. Fiscal Impact – This action will increase the budget for the following projects in FY 2015:
 - Replace end of life playgrounds at Long Park and Andrew Leitch Park - \$325,000
 - Hire an engineer to review Parks and County facilities to ensure compliance with the Americans with Disabilities Act- \$100,000
 - Roof replacement at Chinn Aquatic and Fitness Center - \$399,619
 - Lake Ridge Park shore restoration and accessible dock facility- \$44,803
 - Dog Park landscaping and improvements - \$23,577
 - Stream Bank Mitigation -\$57,001
 - Additional funding of \$350,000 to the Water Works baby pool replacement project funded as part of the FY15-20 CIP

Fund Balance will be committed at the end of FY 14 to finalize the projects.

3. Service Level/Policy Impact – This funding will enable Parks to complete the above-referenced projects and ensure that the facilities and grounds are open, safe, functional, and accessible for all County citizens.
4. Legal – BOCS action is required to re-appropriate these funds in the FY15 budget.

B. Take No Action

1. Timing – Projects will be delayed or cancelled.
2. Fiscal Impact – The projects would be stopped until additional funding could be identified.
3. Service Level/Policy Impact – The projects identified for funding will not occur at this time resulting in closure of two playgrounds, continued declining conditions of the Kiddie Pool at Waterworks and unidentified ADA deficiencies at parks.
4. Legal – The County has a legal obligation to comply with the ADA regulation. Without the funding for the ADA audit, the County will be at risk that claims will be filed for non-compliance with the ADA, and the potential for significant fines for failure to meet the regulations.

- V. **Recommendation** is that the Board of County Supervisors concur with Alternative A and approve the attached Resolution.

Staff Contact: Debbie Andrew x4284