

I declare under penalty of perjury that I am employed by the Town of Yucca Valley, in the Community Services Department, and that I posted this Agenda at the designated locations in the Town of Yucca Valley on Thursday

July 14 2016 Maureen Neely  
Date Signature

MEETING AGENDA

# TOWN OF YUCCA VALLEY PARKS, RECREATION & CULTURAL COMMISSION

## Special Meeting

TUESDAY, JULY 18, 2016

4:30 PM

JOSHUA TREE ROOM

YUCCA VALLEY COMMUNITY CENTER COMPLEX

57090 TWENTYNINE PALMS HIGHWAY

YUCCA VALLEY, CALIFORNIA 92284

### PARKS, RECREATION & CULTURAL COMMISSION

**Eric Quander, Commissioner**

**Laurine Silver, Commissioner**

**Andrea Staehle, Commissioner**

**Ed Keesling, Vice Chair**

**Randy Eigner, Chair**

**Curtis Yakimow, Town Manager**

**Susan Earnest, Community Services Manager**

**Maureen S. Neely, Secretary**

COMMUNITY SERVICES OFFICE 760-369-7211

[www.yucca-valley.org](http://www.yucca-valley.org)

**AGENDA**

**TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION  
Special Meeting  
TUESDAY, JULY 18, 2016**

*The Town of Yucca Valley complies with the Americans with Disabilities Act of 1990.  
If you require special assistance to attend or participate in this meeting,  
please call the Town Clerk's office at 369-7209 at least 48 hours prior to the meeting.*

**(WHERE APPROPRIATE OR DEEMED NECESSARY, ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THE AGENDA)**

**CALL TO ORDER**

**ROLL CALL:** Commissioner Quander, Commissioner Silver, Commissioner Staehle, Vice Chair Keesling, Chair Eigner.

**PLEDGE OF ALLEGIANCE**

Led by \_\_\_\_\_

**APPROVAL OF AGENDA**

Parks, Recreation & Cultural Commission Agenda

**Recommendation:** Move to approve the agenda of the July 18, 2016 Parks, Recreation & Cultural Commission special meeting.

Action            Motion \_\_\_\_\_  
Move \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Roll Call Vote \_\_\_\_\_

*All items listed on the consent calendar are considered to be routine matters or are considered formal documents covering previous Parks, Recreation and Cultural Commission instruction. The items listed on the consent calendar may be enacted in one motion and a second. There will be no separate discussion of the consent calendar items unless a member of the Parks, Recreation and Cultural Commission or Town Staff requests discussion on specific consent calendar items at the beginning of the meeting. Public requests to comment on consent calendar items should be filed with the Commission Secretary before the consent calendar is called.*

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**CONSENT AGENDA**

None

**DEPARTMENT REPORTS**

1. Draft Five Year Capital Improvement Program

**Recommendation:** That the Parks, Recreation and Cultural Commission review and provide feedback to staff and the Town Council on the draft Five-Year Capital Improvement Program. Direct staff to forward the recommendation to the Town Council

Action                      Motion \_\_\_\_\_  
Move \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Roll Call Vote \_\_\_\_\_

**FUTURE AGENDA ITEMS**

- Park Renaming Review
- Lighting at Parks
- Recreation Center Multipurpose Building
- 2016-17 Youth Commission-Teen Meeting Place

**PUBLIC COMMENTS**

*In order to assist in the orderly and timely conduct of the meeting, the Parks, Recreation and Cultural Commission takes this time to consider your comments on items of concern which are not on the agenda. When you are called to speak, please state your name and community of residence. Please limit your comments to three (3) minutes or less. Inappropriate behavior which disrupts, disturbs or otherwise impedes the orderly conduct of the meeting will result in forfeiture of your public comment privileges. The Parks, Recreation and Cultural Commission is prohibited by State law from taking action or discussing items not included on the printed agenda.*

**AGENDA  
TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION  
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TUESDAY, JULY 18, 2016**

**STAFF REPORTS AND COMMENTS**

**COMMISSIONER REPORTS AND COMMENTS**

5. Commissioner Quander
6. Commissioner Silver
7. Commissioner Staehle
8. Vice Chair Keesling
9. Chair Eigner

**ANNOUNCEMENTS**

The next meeting of the Parks, Recreation and Cultural Commission is scheduled for September 13, 2016 at 4:30pm in the Joshua Tree Room of the Yucca Valley Community Center.

**ADJOURNMENT**

## Town of Yucca Valley

### PARKS, RECREATION & CULTURAL COMMISSION STAFF REPORT

**To:** Parks, Recreation & Cultural Commission & Chair  
**From:** Janet Yochmowitz, Administrative Assistant II  
Alex Qishta, Public Works Director  
**Date:** July 14, 2016  
**Meeting Date:** July 18, 2016  
**Subject:** Five-Year Capital Improvement Program

**Recommendation:**

That the Parks, Recreation and Cultural Commission review and provide feedback to staff and the Town Council on the draft Five-Year Capital Improvement Program.

**Prior Review:** There has been no prior Commission review of this matter.

**Executive Summary:** A Capital Improvement Program (CIP) is a planning tool for the expenditure of resources for public infrastructure. A Capital Improvement Program is a short-range, five-year plan, which identifies capital projects, provides a planning schedule, and identifies options for financing the program.

The CIP document identifies the recommended allocation of the Town's limited resources for capital projects for fiscal years 2016-2017 through 2020-2021.

**Order of Procedure:**

- Request Staff Report
- Request Public Comment
- Commission Discussion/Questions of Staff
- Motion/Second
- Discussion on Motion
- Call the Question (Roll Call Vote)

**Discussion:** The Capital Improvement Program is a guide for the allocation of resources for improving and maintaining public infrastructure and facilities. Programming capital facilities and improvements over time promotes better use of the Town's limited financial resources, reduces on-going maintenance costs, and assists in the coordination of public and private development.

The CIP is primarily a planning document to assist the Town's long-term infrastructure planning. As such, the projects and their scopes contained in the CIP are subject to change from year to year as the needs of the community become more defined and projects move closer to final

implementation. While the CIP is a planning tool, the annual capital projects budget (Special Revenue Funds) as approved by the Town Council appropriates funds for the specific projects and authorizes staff to proceed with project implementation.

While the CIP is a planning tool, the annual capital projects budget (Special Revenue Funds) as approved by the Town Council appropriates funds for the specific projects and authorizes staff to proceed with project implementation.

The projects included in the five-year CIP implement the General Plan goals, policies and programs, by delivering infrastructure in the areas of traffic and pedestrian safety, affordable housing units, park and recreation facilities, and other improvements. The Town is able to deliver these projects due to aggressively seeking grant and other outside funds, and the Town must continue to seek out other funding sources. As illustrated in the CIP document, the Town’s annual capital facility revenues are extremely limited, and without additional resources, the Town will not be able to deliver infrastructure construction and maintenance that is necessary, as well as desired by community residents.

Over the five-year planning period, the following information identifies projected funds available to the Town for infrastructure related projects.

<u>FUNDING SOURCE</u>	<u>INFRASTRUCTURE</u>	<u>FIVE-YEAR FUNDING</u>
Measure I	Streets/Traffic Safety	\$4,874,004
LTF	Streets/Traffic Safety	\$1,509,943
CDBG	Parks/Other	\$625,000
DIF/Streets/Traffic	Streets	\$1,398,790
DIF/Drainage	Flood Control	\$793,999
DIF/Parks	Parks	\$214,147
DIF/Trails	Trails	\$76,225
DIF/General Facilities:	Public Buildings/Facilities	\$460,727
Bond Proceeds:	PFF/Library:	\$1,100,000
Bond Proceeds:	Town Building Sewer Const:	\$303,648
Bond Proceeds:	Town Sewer Connection Fees:	\$950,000
Bond Proceeds:	Unallocated	\$1,357,855
ATP Yucca Elementary:	Sidewalks	\$1,026,000
Signal Synchronization Phase II	Traffic Signal Synchronization	\$107,000
Air Quality	Air Quality Related Projects	\$158,367
Quimby Fees	Parks	\$150,130
Council Town Wide Infrastructure	Streets (for allocation purposes)	\$1,245,000
<b>TOTAL ESTIMATED AVAILABLE FUNDING:</b>		<b>\$16,350,835</b>

When taken by infrastructure category more specifically, the following table identifies estimated funding levels over the five-year period. The numbers in both tables hold public facility development impact fees at current fund balance levels, and therefore those estimates

are very conservative, and do not match to the budget, which includes new revenue projections. There are also dollars within these tables that are not yet reflected in the budget (bond proceeds) or in the attached CIP document. Again, the CIP is an infrastructure planning document, and the numbers contained within this staff report are intended to establish a baseline of projected available infrastructure funding over the five-year period.

<u>INFRASTRUCTURE CATEGORY</u>	<u>ESTIMATED FIVE-YEAR FUNDING</u>
Streets/Traffic Safety:	\$10,160,737
Flood Control:	\$793,999
Public Buildings (including bond proceeds):	\$2,814,375
Parks/:	\$989,277
Air Quality:	\$158,367
Trails:	\$76,225
Unallocated Bonds:	\$1,357,855
<b>TOTAL ESTIMATED AVAILABLE FUNDING:</b>	<b>\$16,350,835</b>

**Hi-Desert Water District Wastewater Street Construction “Gaps”:** Based upon current plans, the Hi-Desert Water District wastewater collection system is planned to completely reconstruct all streets where collection system lines are being placed in Phase I. However, not all streets in Phase I will have collection system lines constructed within them. Therefore a resulting patchwork of new and old roads will exist at the end of Phase I wastewater collection system construction. The District is bidding the collection system related to streets in three packages, and the following “gap” costs have been estimated by Town staff.

**Collection System**

<b>Package:</b>	<b>Estimated “Gap” Cost:</b>
Package A:	\$1,600,000
Package C:	\$2,100,000
Package D:	\$2,300,000

**TOTAL “GAP” ESTIMATED COSTS: \$6,000,000**

Funding has not been identified at this time to address the “gap” issue. While the Town has limited roadway reconstruction expenditures over the past several years in anticipation of the collection system project, and has built a resulting relatively large fund balance in the Measure I 524 fund, this fund balance is not sufficient to address the gap needs.

**Long Term Maintenance of Phase I New Roads:** As previously discussed with the Town Council, long-term maintenance of the reconstructed roads by Hi-Desert Water District following the collection system construction is a high priority. Staff has estimated that the maintenance program would require approximately \$1.4 to \$1.7 million every seven years. Specific funding for this effort has not been identified. Spread across seven years, this would require an annual set-a-side from Fund 524, Measure I Unrestricted, of approximately

\$243,000. This represents approximately 31% of annual Measure I Fund 524 revenues. As the District moves forward with their design efforts for Phases II and III, a similar approach will need to be taken to establish a long-term maintenance program for those areas. Maintenance costs estimates for Phases II and III can be prepared when preliminary line location and street reconstruction have been identified by the District. Staff will continue to highlight the significance of these future maintenance programs. Lack of funding of an adequate maintenance program would result in these new roads deteriorating to conditions similar to what the Town inherited at the time of incorporation.

**Gas Tax Revenue and Expenditure Trends:** At the May 3, 2016 Town Council meeting, the Finance Manager highlighted the Gas Tax revenue and expenditure trends. While gas tax is not allocated to capital projects, some of the Town's special revenue funds may be eligible for backfilling gas tax backfill. Measure I, which is restricted to street and traffic safety related projects, may be a resource for backfilling gas tax. But any Measure I dollars allocated from capital projects to basic street maintenance program only reduces funds available in the Measure I program. LTF is also an eligible fund for gas tax backfill. While no action is recommended or requested at this time on this matter, future discussions on overall Town street maintenance and capital project efforts will need to take gas tax backfill needs into consideration.

**Major Capital Projects Moving Forward:** There are a number of major capital projects underway in fiscal years 2016/2017 and 2020/2021. These projects are financially feasible due to non-Town resources being made available from County, state and federal funds. A number of these projects have also benefitted from the Town Council's recent approval of Development Impact Fee increases. The following information outlines some of those major infrastructure initiatives.

Traffic Signal Synchronization (Phase II):

This project includes the synchronization of ten traffic signals on SR 62, including Sage Avenue, Dumosa Avenue, SR247, Airway, Warren Vista, Balsa, Hilton, Avalon, Home Depot, and Yucca Mesa/La Contenta. This program is funded through CMAQ grant funds received through San Bernardino Associated Governments.

Advanced Transportation Program Grant:

This project will construct sidewalks serving the Yucca Valley Elementary School, on Pueblo Avenue, between Hopi Trail and Bannock Avenue. This project, funded through grant funds, will deliver pedestrian safety improvements serving local residents and Yucca Valley Elementary School.

Paradise Park Improvement Project:

The Project includes two new basketball courts/demo of existing court; separate pickle ball court; lighted walking path; shade cover by playground equipment; electrical lightings on walking path and basketball courts; and seating benches along walking path.



#### 2016/2017 Town Wide Slurry Seal Project:

The Town Wide Slurry Seal Project provided slurry and cape seal for streets throughout the Town, and appurtenant work as necessary. Approximately eight lanes miles of road maintenance will be completed with this project. The project was funded by Measure I Unrestricted Funds.

#### Onaga Trail: Kickapoo Trail to Camino Del Cielo Improvements:

The project will be consisting of the design of Onaga extension for constructing a complete road to fill in one of the Town's missing link for better traffic circulations.

#### SR 62, SR 247 to Warren Vista:

The Town is initiating the planning and right-of-way analysis process for the future widening of SR62, between SR247 and Warren Vista during this time period. No construction is projected to be funded, but these preliminary planning efforts are necessary steps towards the future construction. One potential large dollar expenditure related to the future widening of SR62 includes the relocation of the 115 KV Edison power poles. Edison previously provided a rough estimate of approximately \$100,000 per pole for relocation. Long-term, these poles will impact not only Town and/or Caltrans widening efforts on SR 62, but will also impact private land development projects located on the north side of SR62, as relocation will be necessary in many cases in order to construct curb, gutter and sidewalks based upon three travel lanes in each direction.

#### **Other Capital Facility Projects Underway:**

##### Hi Desert Water District, Wastewater Collection and Treatment System:

The Hi Desert Water District has contracted the preparation of PS&E for the wastewater collection system. The design is approximately 95% complete, and the PS&E is scheduled for completion in June 2016. The California Regional Water Quality Control Board has mandated the completion of Phase I of the collection and treatment system by 2020. The HDWD has indicated they anticipated the Package A of Phase 1 will commence construction on January 2017.

Staff will be providing the Parks, Recreation, and Cultural Commission with a PowerPoint on an overview of the CIP and alternatives for capital projects and funding the ongoing maintenance needs of new roads constructed by HDWD with the wastewater collection system.

**Potential Modifications to CIP:** The Town has extremely limited resources available for capital expenditures. Therefore while the Town has extensive needs for road, park, trail and other infrastructure improvements, the Town does not have sufficient revenues to address those needs.

**Alternatives:** Staff recommends no alternative actions.

**Fiscal Impact:** The CIP outlines the planned expenditures over the next five fiscal years.

**Attachments:**

Five-Year Capital Improvement Program - DRAFT  
General Plan Consistency

## GENERAL PLAN CONSISTENCY

**General Plan Consistency:** The following goals, policies, and programs provide General Plan guidance supporting implementation of the CIP.

Land Use Element, Public/Quasi Public Policy LU 1-24:

*Plan for the adequate and logical expansion of public facilities that are compatible with surrounding land uses, reflect community character, are educationally enriching, and meet a broad range of local needs.*

Land Use Element, General Policy LU 2-4:

*Encourage the inclusion of pedestrian linkages and public amenities to promote walking on site and within clustered development*

Land Use Element, East Side SPA Policy LU 2-9:

*Coordinate with the Hi Desert Water District to facilitate development of a new wastewater treatment plant in the area.*

Housing Element, Policy H2-1:

*Revitalize the core of the community with new housing that capitalizes on existing and planned public facilities.*

Circulation Element, Policy C 1-6:

*Protect rights-of-way for SR-62 and SR-247, major arterials, collectors, residential streets, and for all other planned infrastructure.*

Circulation Element, Policy C 1-8:

*Apply complete street strategies that accommodate pedestrian, bicycle and transit modes whenever practical and feasible.*

Circulation Element, Policy C 1-16:

*Support and work with Caltrans to coordinate signals along SR-62 and SR-247 in Town.*

Circulation Element, Policy C 1-17:

*Ensure funding is available to implement and maintain signal coordination.*

Circulation Element, Policy C 2-1:

*Work with utility providers in the planning, designing, and siting of distribution and support*

*facilities to comply with the standards of the General Plan and Development Code.*

Safety Element, Policy S 3-4:

*Collaborate with the San Bernardino County Flood Control District and other state and federal agencies to minimize flood damage.*

Safety Element, Policy S 4-3:

*Ensure that public and private water distribution and supply facilities have adequate capacity and reliability (peakload water supply) to supply both every day and emergency firefighting needs.*

Noise Element, Policy N 1-4:

*Encourage the use of alternative transportation such as busing, bicycling, and walking to reduce peak traffic volumes and therefore transportation-related sources of noise.*

Noise Element, Policy N 1-5:

*Encourage traffic-calming road construction and design and engineering methods, where appropriate, to decrease excessive motor vehicle noise.*