

**City of Culver City, California
Agenda Item Report**

Meeting Date: <u>09/27/10</u>		Item Number: <u>A-3</u>
CITY COUNCIL AGENDA ITEM: Consideration of a Recommendation by the Parks, Recreation and Community Services Commission to Support Staff in Working with the Friends of the Culver City Dog Park to Explore the Possibility of Installing Lighting at the Dog Park.		
Contact Person/Dept.: Pam Robinson, Acting PRCS Director		Phone Number: (310) 253-6655
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐
Public Hearing: ☐		Action Item: ☒ Attachments: ☒
Commission Action Required: Yes ☒ No ☐		Date: <u>August 3, 2010</u>
Public Notification: (Email) Meetings and Agendas – City Council (09/23/10); (Email) Meetings and Agendas – Parks, Recreation and Community Services Commission (09/23/10); (Email) Friends of the Culver City Dog Park (09/22/10).		
Department Approval: Pam Robinson (09/20/10)	City Attorney Approval: Carol Schwab (by H. Baker) (09/20/10)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (09/22/10)	City Manager: John M. Nachbar (09/22/10)	
<u>RECOMMENDATION:</u> Staff recommends the City Council consider the Parks, Recreation and Community Services (PRCS) Commission's recommendation that the City Council support PRCS and Public Works/Engineering staff in working with the Friends of the Culver City Dog Park to explore the possibility of installing lighting at the Dog Park. <u>BACKGROUND:</u> The Friends of the Culver City Dog Park (Friends), a private, non-profit 501(c)(3) organization, was founded in August 2001. In April 2005, the Friends entered into a Memorandum of Understanding (MOU) with the City of Culver City to allow the building of a Dog Park within Culver City Park. As stated on their website at www.culvercitydogpark.org, the Friends' Mission Statement is as follows: <i>The Friends of the Culver City Dog Park (FCCDP) is a nonprofit and tax- exempt organization committed to assisting the people of Culver City and City of Culver City with sustaining "The Boneyard", Culver City's official off-leash dog park. The FCCDP believes The Boneyard is a vital community asset, and must be well-maintained and operated so that Culver City's canine citizens and their Friends can experience a clean, safe and vibrant environment.</i> The Boneyard, Culver City's only off-leash dog park, was first opened to the public in 2006. Funds raised by the Friends were used toward the construction of Phase I of		

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the Dog Park and have continued to be used to add various amenities to the Park. In addition, PRCS Department staff applied for and received \$150,000 in Proposition A Excess Funds to construct Phase II of the Dog Park. Phase II, which was managed by the Public Works/Engineering Division and completed earlier this year included the installation of shade structures, drinking fountains, landscaping and signage, among other improvements.

At the August 3, 2010 Parks, Recreation and Community Services Commission meeting, the Commission unanimously took action to bring the recommendation presented herein to the City Council.

DISCUSSION:

The PRCS Commission has periodically raised the issue of exploring the possibility of installing lighting at the Culver City Dog Park. Since the City of Culver City has not identified capital improvement project funding for this endeavor, one avenue for installing lighting might be through the ongoing partnership between the City and the Friends of the Culver City Dog Park, similar to the collaborative effort that resulted in the construction of Phase I of the Dog Park. Specifically, perhaps the Friends would be interested in doing additional fundraising to cover the cost of the installation of lighting at the Dog Park.

Preliminary Cost Estimate

Public Works Director/City Engineer Charles Herbertson submitted a memo outlining a preliminary cost estimate for the installation of lighting at the Dog Park. This memo was provided to the PRCS Commission at the August 3, 2010 meeting (Attachment 1). However, the cost of a retaining wall for erosion control (\$2,000) and design costs (\$6,000) were not reflected in that total. Therefore, Acting Director Robinson informed the Commission that the revised preliminary cost estimate is \$47,000 (Attachment 2).

City Staff Involvement in the Project

Should the City Council direct the City Manager to work with the Friends of the Culver City Dog Park to explore the possibility of installing lighting at the Dog Park and the Friends are able to raise the funding for the project, it is anticipated that the City Division that will be required to devote a substantial amount of time to the project will be Public Works/Engineering. Public Works/Engineering will provide project management and oversee the design and construction of the project. It should be noted that the PRCS Commission has been informed that the City Council has approved a full docket of Capital Improvement Projects for Fiscal Year 2010/2011 to be managed by the Public Works Department. Therefore, even if the funding is in place, the lighting at the Dog Park will not be installed this fiscal year.

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If the City Council so directs the City Manager, it is anticipated the PRCS Administration and the Parks Manager will participate in the initial discussions with the Friends regarding their plans for funding and installing lighting at the Dog Park. It is also anticipated that staff in both the City Attorney's Office and the Finance Department will be needed as resources in carrying out the project. Specifically, Finance will process the donation and issue payments. The City Attorney's Office will advise on any legal issues that arise between the City and the Friends. If the City Attorney's Office determines that an addendum to the MOU or any other type of legal document is in order, then their time commitment will increase proportionately to the required tasks.

Impacts on Fiscal Year 2010/2011 Work Plan

The City Manager is currently working with the various departments to present recommended work plans for each of the City's departments to the City Council for discussion and ultimate adoption. These work plans will be based upon the priorities and the reduced availability of financial and staff resources reflected in the City Council Adopted Budget for Fiscal Year 2010/2011. Currently, the draft work plan does not include the proposed Dog Park Lighting Project and the related staff time to work together with the Friends and others to bring a final proposal to the City Council for consideration. Should the City Council provide direction to pursue this new project, then the draft work plan would be adjusted accordingly.

FISCAL ANALYSIS:

There is no fiscal impact associated with the discussion of this Agenda Item. However, as noted above, if the City Council directs the City Manager to work with the Friends toward the installation of lighting at the Dog Park, there will be an in-kind cost to the City of the staff expense relating to the time and expertise associated with the project. In addition, pursuant to the MOU between the City and the Friends, the cost to operate the lighting on an on-going basis will fall to the City. The exact amounts of both types of expenditures are difficult to determine at this time. Factors relating to the ongoing cost of operating the lights at the Dog Park include the hours of operation, the type, size and number of light standards and utility charges.

ATTACHMENTS:

1. July 28, 2010 Memo from Public Works Director/City Engineer Charles Herbertson regarding Dog Park Lighting as presented at the August 3, 2010 Parks, Recreation and Community Services Commission Meeting
2. Memo reflecting the Revised Preliminary Cost Estimate of Dog Park Lighting

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MOTIONS:

That the City Council:

- 1A. (PRCS Commission Recommendation) Approve the recommendation of the PRCS Commission and direct the City Manager to work with the Friends of the Culver City Dog Park to explore the possibility of installing lighting at the Dog Park;

OR

- 1B, Provide the City Manager with alternate direction.