

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: March 14, 2024

PREPARED BY: Shawn Muir, Community Services Manager

REQUEST: AUTHORIZE APPROPRIATION OF FACILITY RESERVE FUND FOR  
SPECIAL COMMUNITY SERVICES PROJECTS

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## **RECOMMENDATION:**

1. Authorize appropriation in the total amount of \$1,810,317 from General Fund Facility Reserves to the various Capital Projects Accounts listed for facility and park improvements.
2. Authorize the addition of the Ironwood Park Improvements Project to the FY 2023-24 Capital Improvement Project (CIP) List.

## **BACKGROUND/ANALYSIS:**

During the course of the fiscal year, the Community Services Division, which includes Parks & Recreation, Landscape, and Facilities, has identified several planned projects that require an enhancement of funds to either complete or increase scope of work. In addition, staff has identified new projects that were not included in the approved CIP List but require immediate attention. With supporting contracts in place to complete these projects in the current fiscal year, efficiencies and economies of scale may be achieved by allocating reserve funds to the projects for completion by June 30, 2024, rather than requesting funding on a future fiscal year budget.

The projects identified and scope are described below:

- Corporation Yard Building Improvements (CFA00016)
  - Project includes the renovation of the employee lounge; increase of fence height; and security gate upgrades.
  - Additional funds will allow for the renovation of the restrooms, which have not been renovated or upgraded since the building was constructed in 1995.
- Civic Center Dog Park Improvements (Project No. CFA00011)
  - Project includes the leveling of the turf and improving drainage, upgrading lighting, replacing the fence and park furnishings – shade structure, picnic tables, drinking fountains, and concrete flatwork.
- Community Garden Improvements (Project No. CLS00002)
  - Project includes replacement of 27 community garden boxes at Guadalupe Gardens with custom-fabricated concrete boxes, replacement of irrigation, and adding mulch to new boxes.
  - Include the University Park East Community Garden and replace the boxes that were formerly programmed by a local school. Garden boxes, irrigation, and mulch/soil will be added so these boxes may be included in the City's current Community Garden program in the future.
- University Dog Park Fence Replacement (CPK00006)

City of Palm Desert  
 Authorize Appropriation of General Fund Facility Reserves

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- Project includes removal and replacement of the fence with a fence coated with anti-corrosive material to preserve longevity.
- Ironwood Park Improvements (NEW)
  - Project includes painting of the restroom building’s interior and exterior, repairing damaged walls, and replacing fixtures.

**Legal Review:**

This report has been reviewed by the City Attorney’s office.

**FINANCIAL IMPACT:**

Approval of this appropriation request will transfer General Fund monies currently reserved for facilities to the Capital Project Accounts listed below.

Description	Account No.	2023-24 Budget	Est. Project Cost	Requested Appropriation
Corporation Yard Building Improvements (CFA00016)	4004330-4400100	\$350,000	\$750,000	\$400,000
Civic Center Dog Park (CFA00011)	4004674-4400100	\$450,000	\$1,260,317	\$810,317
Community Garden Improvements (CLS00002)	4004618-4400100	\$100,000	\$150,000	\$50,000
University Park East Community Gardens (CLS00002)	4004618-4400100	\$0	\$150,000	\$150,000
University Dog Park Fence Replacement (CPK00006)	4004618-4400100	\$200,000	\$500,000	\$300,000
Ironwood Park Improvements – Restroom (NEW)	4004618-4400100	\$0	\$100,000	\$100,000
<b>Totals</b>		<b>\$1,100,000</b>	<b>\$2,910,317</b>	<b>*\$1,810,317</b>