

TOWN OF PINETOP-LAKESIDE

RESOLUTION NO. 19-1489

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA, ACCEPTING THE INFRASTRUCTURE IMPROVEMENT PLAN FOR MOUNTAIN MEADOW RECREATION COMPLEX PERTAINING TO THE REMEDIATION OF SEVERAL PROBLEMS THAT ARE UNDERMINING THE INTEGRITY OF ESSENTIAL SYSTEMS WITHIN THE PARK; AND AUTHORIZE THE PUBLIC WORKS DIRECTOR TO IMPLEMENT THE ACTION PLAN SET FORTH WITHIN THE INFRASTRUTURE IMPROVEMENT PLAN IN ACCORDANCE WITH MODIFICATION OF FUND APPROPRIATION IN THE PARKS BUDGET AS APPROVED AND ADOPTED BY COUNCIL ON JULY 19, 2018.

WHEREAS, the Town of Pinetop-Lakeside recognizes the need to improve essential systems within the park; and

WHEREAS, improving these systems is important to the sound operation of the park amenities; and

WHEREAS, the Town of Pinetop-Lakeside Public Works Department created a comprehensive Infrastructure Improvement Plan detailing current challenges and providing remediation plans; and

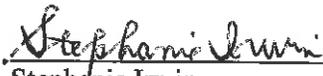
WHEREAS, the Town of Pinetop-Lakeside Town Council is in agreement with the determinations and remedies set forth in the Infrastructure Improvement Plan attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Pinetop-Lakeside, Arizona, as follows:

1. The Town Council hereby approves and accepts the Infrastructure Improvement Plan; and
2. The Town Council hereby authorizes the Public Works Director to redirect funds previously appropriated for park expansion to infrastructure improvements.

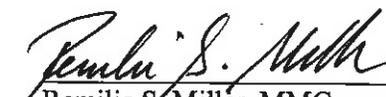
PASSED AND ADOPTED by a majority vote of the Mayor and Town Council of the Town of Pinetop-Lakeside in an open meeting on this 17th day of January, 2019.

TOWN OF PINETOP-LAKESIDE


Stephanie Irwin
Mayor

ATTEST:

APPROVED AS TO FORM:


Remilie S. Miller, MMC
Town Clerk




William J. Sims, III
Town Attorney

2019

Parks Infrastructure Improvement Plan



Overview

The Town of Pinetop-Lakeside maintains multiple park facilities for public use and enjoyment. This Infrastructure Improvement Plan (IIP) was created to inform Council and the public of current conditions and concerns at Mountain Meadow Recreational Complex (MMRC) and to provide a detailed improvement plan to be adopted by the Council for implementation during the remainder of fiscal year 2019.

Matt Patterson, Public Works Director

Town of Pinetop-Lakeside

1/17/2019

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Executive Summary

The Town of Pinetop-Lakeside owns and operates Mountain Meadow Recreational Complex (MMRC) which is home to multiple baseball, softball and soccer fields, a multipurpose court, as well as a disc golf course. The community utilizes this park for Little League Baseball and Softball, American Youth Soccer Organization, sports camps and street basketball. The park is also home to many annual events for the community including the Easter Egg Hunt, Movies in the Park, Pinetop-Lakeside Days, Balloon Fest, and Trunk or Treat.

The Mayor and Town Council adopted Ordinances 02-211 and 02-212 on November 7, 2002 which enacted a 2% transaction privilege tax (“sales tax”) on restaurant and bar sales also known as the “Restaurant and Bar tax” to begin on January 1, 2003. This transaction privilege was designated to be used for the purposes of acquisition, development, and/or maintenance and operations of recreational facilities and amenities; the preservation of open space; and for other tourist-related amenities. Proceeds from this tax are utilized by the Town to maintain and develop MMRC and are designated and adopted during the fiscal budget under the Parks fund.

There are many stakeholders for the sound operation and continued development for MMRC, and the Town invests proceeds from the Restaurant and Bar tax as well as hundreds of man-hours maintaining, beautifying and preserving the amenities. Routine maintenance has exposed numerous concerns that are undermining the integrity of essential systems within the park including irrigation and drainage as well as community service issues including lack of pedestrian access and ADA compliance.

The goal of this Infrastructure Improvement Plan is to detail these concerns and provide solutions for remediation to be adopted by the Town Council and implemented by the Public Works Department of the Town of Pinetop-Lakeside. The adoption of this plan will redirect the action plan for the 2018-2019 fiscal year budget concerning the appropriation of funds from park expansion to investing in the corrective actions necessary for the sound operation of the park’s infrastructure.

Infrastructure Improvement Plan

Purpose

The purpose of creating this Infrastructure Improvement Plan (IIP) is to provide the community, Council, and administrative staff with an outlook of the existing concerns and proposed solutions for current infrastructure challenges at MMRC. Any policies adopted will need to address various conditions and goals so the Town must have a complete understanding of the following:

- Town Goals
- Policies and Regulations
- Stakeholder's Goals

Existing Ordinances

The following section identifies ordinances relative to the operation, maintenance, and expansion of MMRC.

Town Ordinances

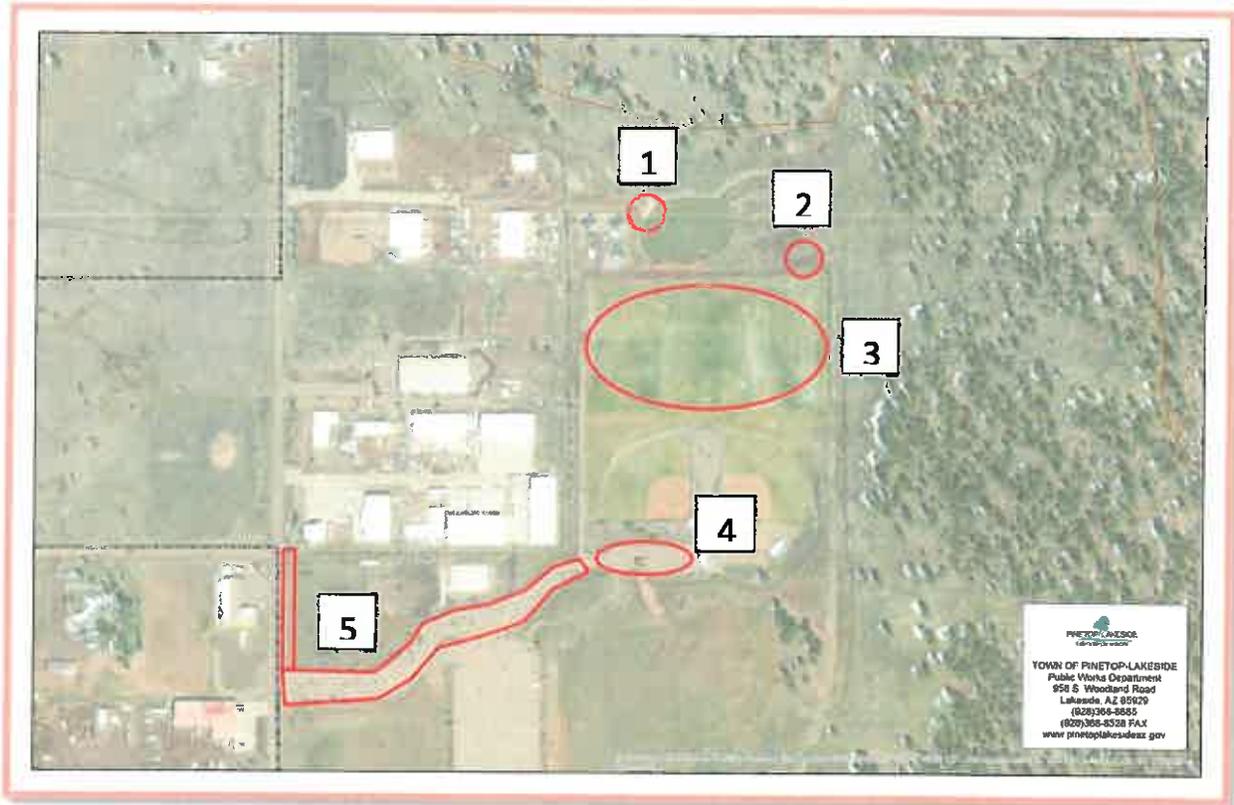
The Mayor and Town Council adopted Ordinance No. 02-211 and 02-212 on November 7, 2002 enacting a total 4 ½% transaction privilege tax including an additional 2% Restaurant and Bar tax needed for the funding of current maintenance and operations of Town recreational facilities and any additional facilities and amenities that may be added in the future. Ordinance No. 13-373 extended the 2% tax rate on restaurants and bars for an indefinite period by removing the current sunset date without adding a new sunset date. Ordinance No. 16-395 extended the Restaurant and Bar sale tax until June 30, 2021.

Goals

After the adoption of the Infrastructure Improvement Plan the Public Works Department will focus on remediating various problem areas within MMRC according to the improvement schedule in order to assure the effectiveness and longevity of various systems.

From the time of the Town's acquisition of MMRC in 1994, the Park's completion has been a shared aspiration of administration, Council, and the community. Future build-out requires sufficient and effective infrastructure so addressing the various concerns is essential for the success of future projects.

Project Overview



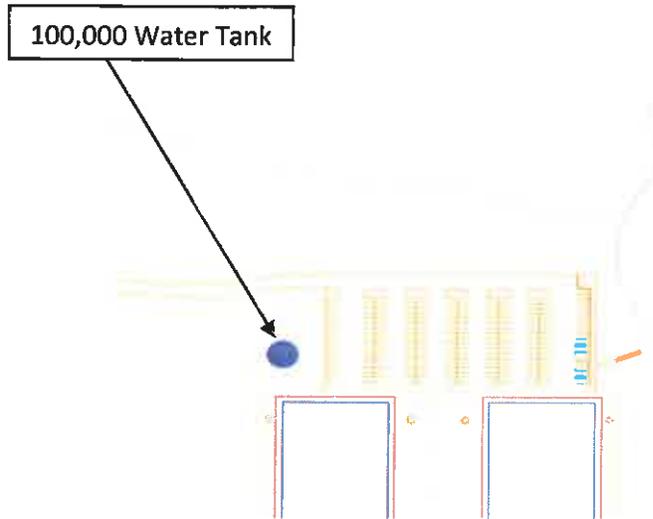
Public Works staff has determined four (4) priority concerns that must be addressed to assure the functionality of developed fields as well as lay the essential infrastructure for proposed future development areas. The five concerns include:

1. Water Supply
2. Parking
3. Soccer Fields
4. Pedestrian Access
5. ADA Compliance

Water Supply

The Town owns and operates a well located near area 1 on the Project Overview Map. In 2017 the Town invested \$130,000 in materials to repair the pump. This well supplies water to the pond; however, due to the lack of a clay liner in the pond there is extensive water loss through the dam, seepage and evaporation. There is also an inefficient pump for the current irrigation system and a disconnect between the well and the bathrooms at the park, so the Town pays a monthly water bill to Arizona Water to supply potable water to the bathrooms.

It is proposed that the Town purchase and install a 100,000 gallon water tank next to the well house as illustrated in the map below.



The Park is currently using 40,000 gallons of water per day and it is anticipated that future build-out will require additional water. Installing a 100,000 gallon tank will allow the pumps to run at designated times for specific durations which will reduce the stress on the pumps and extend the life cycle of the equipment. Maintaining 100,000 gallons of water will also allow enough water for two days of irrigation if repairs were necessary. This tank will also provide water for the public restrooms and future drinking fountains throughout the park which will eliminate third party expenses. The current pond will be filled in which will reduce water loss to evaporation and seepage due to the lack of a liner.

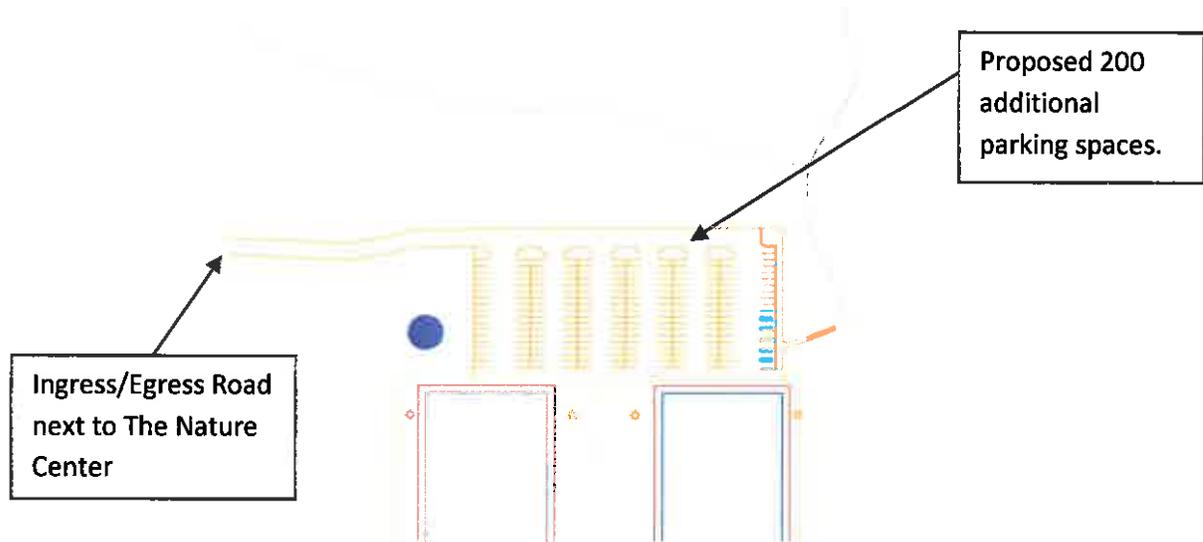
Staff has obtained bids for the purchase and delivery of the tank. It is proposed that **\$125,000** be designated for this expense. An additional \$2,800 is required to test the water from the well and receive an analysis of the quality of the water to assure it is suitable for drinking. Depending on the findings in the water analysis, there may be additional actions or additives required which will entail an additional cost.

Parking

There are currently 528 total parking spaces as illustrated on the map below.



MMRC experiences insufficient parking for the sports fields, lack of parking near the trailhead for various connector trails to Woodland Lake Park, insufficient parking for events and improper drop off zones for Little League and Soccer. This results in congestion, confusion, irritability, and safety issues. Public Works staff used data from AYSO events considering eighty (80) athletes, coaches, and referees utilizing seven (7) fields and possible overlap between games. Based on this data, it is anticipated that an additional 200 parking spaces would be required to accommodate the public during events. Staff also considered the distance between the current parking spaces and the soccer fields and proposes that the additional 200 spaces be placed near the soccer fields on the north side of MMRC as illustrated in the drawing below.



Additional parking will also aid in the future parking needs when staff completes the build-out of the park. Staff also believes additional parking will improve event experience by allowing easier access to fields and reducing congestion.

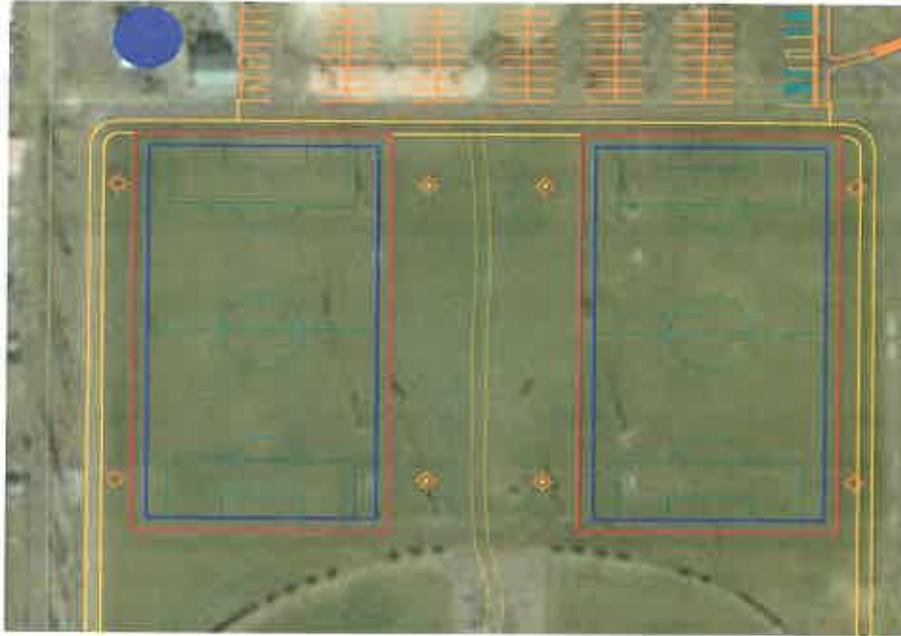
Public Works staff will supply the labor for grading and preparing the parking area. Staff will also analyze budgetary constraints to determine if paving is possible. It is anticipated that preparatory materials will cost **\$145,000** and paving will be an additional **\$125,000**. If there is not sufficient funds to pave this fiscal year the parking space will remain a dirt surface.

Soccer Fields

MMRC has two soccer fields but neither meets the requirements to be considered full-size. The irrigation system was installed incorrectly and pipes are not below the freeze level and are continually damaged by vehicles and by tent stakes. Additionally, the turf was installed without the proper base material so water cannot drain off the field causing flooding and turf damage. The fields also lack four (4) lights on the perimeter.

Staff proposes that both fields be extended and realigned closer to the existing baseball fields creating a thirty foot buffer zone as required. The turf will be professionally removed and the subbase will be

corrected with appropriate materials to facilitate proper drainage. The valves and sprinkler heads will be reused and correct gauge irrigation pipe will be installed below the freeze line. The turf will then be reinstalled on the new fields. This correction will cost **\$180,000**. See illustration below.



Staff will also purchase four new lights to install on the east and west sides of the fields at a cost of \$207,000. This will provide sports quality lighting which will allow for evening games at tournaments. The conduit for the lights will be installed as part of the field extension, however, the light purchase and installation will be determined in accordance with budgetary constraints.

Pedestrian Access

MMRC lacks a pedestrian connection from Woodland Road. The current paths within the park are deteriorating and trails are not ADA compliant. There is only 307 feet of sidewalk within the park that was installed in October of 2018 by staff. This sidewalk is one-third of an ADA compliant path from the parking area near the bathrooms between the two baseball fields.

Staff proposes to continue the ADA compliant path from its current termination point to the proposed parking lot on the north side of the soccer fields. It is also proposed that staff design and construct phase I of the "Mountain Meadow Loop Trail" which will provide a continuous ADA compliant walking path from the current termination point of the sidewalk on Woodland Road and Settler's lane into the park. This path will loop around the fields and tie into the restrooms. It is anticipated that the installation of sidewalk will cost \$57,000. Please see the illustration below.

Expenditures	Amount
Gasoline/Mileage	\$12,600
Special Permits	\$3,000
Professional Services	\$45,000
Park Paving Maintenance	\$48,000
Building Lease	\$20,000
Building Repairs/Materials	\$6,000
Cleaning Supplies	\$4,500
Special Dept Supplies	\$5,400
Maintenance Grounds & Field	\$70,000
Irrigation	\$0
Surfacing Materials	\$0
Equipment	\$0
Safety Equipment	\$1,000
Transfers to other Funds	\$457,291
Total Expenditures	\$779,841
Total Change in Net Position	\$1,659

Future Development of MMRC

The Town is committed to the complete build-out of Mountain Meadow Recreation Complex and has designated proceeds from the Restaurant and Bar tax as a protected funding source for recreational facilities and other amenities for the community. Staff has included the public in various forums to determine which amenities residents desire so all stakeholder's goal are represented. The Public Works staff will continue to facilitate open dialogue with the community, administration, and the Council to determine which development to pursue in the future. The Public Works Department will focus on the concerns detailed in this Infrastructure Improvement Plan until future development plans are determined.

Phasing and Construction Plans

Phase I: Design

Public Works staff will work in conjunction with an on-call Engineer to prepare plans for the water tank and pump. The Public Works Engineering Technician will design the configuration of the path, soccer field expansion, grading, and landscaping.

Phase II: Water Tank Acquisition and Installation

Public Works staff received a quote for **\$96,448.63** to construct a 104,000 gallon water tank. The tank will be placed next to the well house and lines will be connected to the irrigation system and bathrooms.

Phase III: Construction

There will be various construction tasks performed and some will be worked on concurrently and are dependent upon other tasks including the filling of the pond, the expansion of the soccer fields, the removal of the subbase, and the installation of the new irrigation system. Each task will be completed based on priority level in conjunction with budgetary considerations. Public Works staff will facilitate the project time schedule accordingly.

The installation of the four (4) additional lights on the soccer field, and paving the additional 200 spaces near the soccer field will be based on budgetary constraints and may be completed during fiscal year 2018-2019, or may be postponed until fiscal year 2019-2020.

Future Sequences

Staff contracted with our on-call Engineering Firm, Kimley Horn, and commissioned plans for an adult-size baseball field on the south side of MMRC. The baseball field construction has been postponed until the infrastructure concerns are rectified. It is anticipated that staff will proceed with the baseball field construction in the future.

There are also recommendations to explore other amenities within MMRC such as a dog park, Ice Rink, Skate Park, upgraded Disc Golf, Bike Park, Splash Pad, ADA Inclusive Playground, pedestrian and non-motorized vehicle Connector Trails to Hitching Post Loop, and additional Ramadas. Public Works staff will work in conjunction with the community, administration, and Council to determine which amenities to add to the future development build-out plan for MMRC.

Conclusion

This comprehensive Infrastructure Improvement Plan was created to provide administration, Council and the community with a comprehensive description of current challenges staff is addressing with various components of MMRC as well as to provide an immediate action plan to remedy these problems. Public Work's staff believes this is a practical proposal that can be successfully implemented.