



STAFF REPORT

Meeting Date: June 16, 2015

Agenda Item #: 8

TO: Mayor and Town Council
FROM: Susan Parker, Town Administrator
RE: **Town Park Fiscal Year End Update**
ATTACH: Town Park Project Grant Application Project Costs Sheet (December 2012)
Town Park Project Survey Results

Summary: Phase I of the Town Park has been completed, with the exception of some final contractor's punch list items that need to be finished before our engineering consultant can certify completion to the permitting state agencies.

The items completed in Phase I of the project include the permeable paver accessible walking trails and wooden walkovers, permeable paver parking area, storm water and drainage elements, garbage and recycling receptacles, rope fence and dog bag stations.

Phase II items not yet completed include the relocation and remodel for ADA pier and floating dock, observation deck and pathway, educational kiosks, entry/exit/directional signage, restroom (20' x 20'), covered seating area (40' x 40'), electric, water and sewer hook-ups, access easement for Twin Lakes Restaurant, cement bases for benches and swings, a second bike rack, and paver entryways to covered area and restroom.

Staff has developed a Memorial Donation Program that should help offset the costs of installing benches and Sunset Swings. Therefore, the costs for those items are not included below. Additionally, in some cases, donated items may be used to count toward the Town's PARTF grant match.

Staff requests direction on how to proceed with Phase II of the Town Park Project.

Background: The following presents the breakdown of the estimated costs of the Town Park Project Grant outstanding items. The estimated cost of these outstanding items is based on previous invoices and vendor catalogs.

Estimated Cost of Outstanding Items:

| | |
|---|---|
| Education Kiosks (3) | \$ 12,000 |
| Entry/Exit/Directional Signage | \$ 500 |
| Electric/Water/Sewer Hook-up | \$ 20,000 (*dependent upon number of toilets) |
| Access Easement (legal and Survey Work) | \$ 2,500 |

| | |
|------------------------------|-----------------|
| Cement Bases (12) | \$ 4,800 |
| Bike Rack | \$ 800 |
| Paver Entryways Installation | <u>\$ 5,000</u> |
| Estimated Balance | \$45,600 |

The items listed below are included as unknown costs because without an engineered construction plan and an engineer's estimate based on the plan's design, it is difficult to provide an accurate projection. The projected ranges listed below are based on similar construction projects completed within Brunswick County.

Unknown Costs

| | |
|------------------------------|----------------------|
| Covered Seating Area | \$ 50,000 – 100,000 |
| Bathroom | \$ 100,000 – 150,000 |
| ADA Pier and Floating Dock | \$ Unknown |
| Engineering | <u>\$ Unknown</u> |
| Estimated Balance w/unknowns | \$150,000 – 250,000+ |

Financial Implications:

Due to the complexity of the Town Park project financials, the Finance Director will provide a presentation regarding the projected fiscal year ending position for the Town Park Capital Project at the Council workshop.

Legal Implications: Town Attorney conferred with the opposing counsel and staff was given permission to dispose the PermaTrak materials in a manner approved by municipal asset disposal requirements.

Recommendation: Staff requests permission to use a portion of the \$40,000 anticipated project balance available at June 30, 2015 for the following:

| | |
|---------------------------|---------------|
| Kiosk | \$5,000 |
| Signage | \$ 500 |
| Easement/Survey | \$2,500 |
| Cement Bases | \$4,800 |
| 2 nd Bike Rack | <u>\$ 800</u> |
| | \$13,600 |

If directed to proceed with the planning of any other items, use the remaining balance toward construction plans.