

CARMEL VALLEY RECREATION & PARK DISTRICT

Proposition 68 Grants

April 2023

Administration

1. Volunteer Hours – On April 19, Independent Sector posted the 2022 volunteer labor rates on its website. **The California volunteer labor rate for 2022 is \$37.32/hour.** RGS (Adams) provided the District (Directors Gray and Stone) with 2022 timecard template to document grant related volunteer hours for that year. On April 28, the District (Director Gray) advised RSG (Adams) that the District will track the volunteer hours, which can be used towards the required \$44,488 match on the Per Capita grant.

Financial

1. Second Reimbursement Request – On April 25, the District (Director Stone) received the second grant reimbursement check (for \$19,317) from the State Controller’s Office.

Procurement

1. Activity House – On April 28, the District (Director Gray) requested to meet with RGS (Adams and Coggins) to review the Board’s “asset preservation” strategy moving forward for the Activity House with the focus on fixing the roof and addressing wood rot from water and insects as quickly as possible. This strategy is based on the recent structure review by Luke Ingram Designs and recommendations from the structural engineer and pest control inspector.

A meeting was scheduled for May 2, with the agenda to include the following:

- I. Activity House Fumigation
- II. Re-engaging Newton Construction (after fumigation)
 - a) Removal of Existing Roof
 - b) Identification and Replacement of Rotted Roof Decking, Beams and Fascia Boards
 - c) Adding New Plywood Sheathing (above existing roof decking)
 - d) Full exterior and Partial Interior Painting
 - e) Limited Exterior Electrical Work (for lighting and wiring clean-up)
 - f) Information Needed for Newton to Prepare a Bid
- III. Bidding Process (if “pre-approved” contractor is not used)

Identification of Potential Risks

1. Activity House Roof – Heavy winter rains damaged the roof, which now has numerous leaks. The District (Director Thatcher) has covered the damaged roof areas with large waterproof

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tarps secured with heavy blocks. The roof must be replaced by September 2023, before the start of the next rainy season to mitigate any further damage to the building.

Follow Up Items (alphabetical order)

1. Interest-Bearing Sub-Accounts – Request for Change to Chart of Accounts’ Elements form required by County of Monterey’s Auditor Controller’s Office to create interest bearing sub-accounts for RIRE grant funds is completed and ready to be filed at the appropriate time. Auditor Controller’s Office requests the sub-accounts not be set up until a month or two before District plans to receive grant advanced funds. **(No change from November.)**
2. Project Timeline – Work on the draft project timeline and grant advance schedule has paused while alternatives for the Activity House continue to be explored. **(No change from November.)**