

CARMEL VALLEY RECREATION & PARK DISTRICT

Proposition 68 Grants

September 2022

Administration

1. Activity House Modification Request – On September 15, a request was sent to State Parks to determine what is required to modify Activity House portion of the grant project from building renovation to a modular building on the existing Activity House site. The request also asked if the project timeline could be extended if additional time is needed for CEQA review. In addition, State Parks was advised that due to the additional expense anticipated for the modular building that the District would fund the Gazebo and Stage sub-projects and asked for approval to include expenditures for these project as part of the match for the Per Capita grant.

On September 19, State Parks responded to the District's request, approving the project change and advising that the project deadline can be extended. State Parks requires the following documents to be revised for the grants:

- Application Packet Checklist
- Funding Sources Form
- CEQA Certification Form
- Project Scope/Cost Estimate Form

A new site plan is not required because the location of the Activity House, Stage and Gazebo are not changing. RGS (Adams) and the District (Director Gray) will prepare the revised documents which will need to be signed by the President of the Board (Director Goodman).

Financial

1. Project Funding Strategy – RGS seeks direction from the District (Director Gray defers to Director Stone) for potential reconsideration of the grant funding strategy. Originally, RGS believed the District's ability to fund improvements while awaiting grant reimbursements was limited and suggested a strategy where RIRE grant funds would be requested as advances.

Since starting, RGS has found the District has been able to cover the cash flow for grant expenditures such as RGS and Monterey County Counsel invoices which are currently intended to be held and applied to the Per Capita grant match. Another strategy would be to periodically request reimbursements, rather than advances. Since no more than 50% of the grants can be advanced this would enable the District to hold off on requesting advances until absolutely necessary from a cash flow standpoint.

State Parks prefers reimbursement request to be at least \$10,000 and the District has reached that amount of reimbursable expense.

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2. Per Capita Grant Match – There is documentation for Per Capita expenditures totaling \$16,358.26 which represents 36.8% of the \$44,488 required match. This amount would cover a reimbursement of \$65,433.04 from the Per Capita grant.

Procurement

1. Modular Building Option – On September 7, District (Director Gray) and RGS (Adams and Coggins) met to review key decisions from the Special Board meeting on September 6:
- District to pursue Pacific Mobile Structures (PMS) modular building alternative.
 - District reconsidered initial decision to place modular building in east parking lot due to following reasons:
 - Anticipate higher utility costs (e.g., water, power, internet) due to required trenching plus ensuing delay working with utility companies.
 - Expense for new septic system compliant with new County of Monterey requirements.
 - Probable need to pave east lot, with associated cost to do so.
 - More landscaping needed for both new site and to restore current site after Activity House is demolished.
 - Perceive less risk from CEQA perspective and from an activist local organization (CVA) that zealously opposes change in any form
 - Modular building to be installed at current Activity House is location, requiring demolition before new structure can be placed.
 - Grant compliant contract for Activity House demolition to now be part of the project.
 - Existing site has slight slope which can be addressed either by modest grading or more elaborate foundation (with engineering survey to identify the more cost-effective option).
 - District to retain existing utility services, including relatively new septic system.

RGS (Coggins) submitted the annotated floorplan (provide by the District on September 7) and photos of the existing Activity House site to PMS, who currently have factory engineers preparing the building specifications and pricing. RGS requested PMS provide this information no later than September 30. RGS was advised by PMS on September 30 that the information will be provided in early October.

On September 22, the District (Director Gray) authorized RGS to register the District with Sourcewell so that Newton Construction can be contacted to prepare a cost estimate to serve as the general contractor for the demolition of the Activity House and installation of a new foundation for the modular building. Registration with Sourcewell was completed on September 26. On September 27, RGS (Coggins) sent Newton Construction a written request to submit a proposal to handle the Activity House demolition and site preparation. On

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September 28, Newton Construction advised that Gordian, who manages Sourcewell's construction contracts in California including Newton's contract, would be scheduling a site inspection and field measurements with the District (Director Gray) in early October.

Identification of Potential Risks

1. None.

Follow Up Items – Carryover from August 2022 Report

1. Volunteer Time Records – 2022 volunteer rate has still not been released so the priority, while tracking 2022 hours volunteered, continues be the completion of time cards for 2020 and 2021. Completed time cards should be sent to RGS for Per Capita grant reporting purposes.
2. Draft Project Timeline – With State Parks recent approval of a project time extension (to 2028, if needed) work on the project timeline and grant advance schedule has been paused until information on the CEQA negative declaration process, along with pricing and schedules from PMS and Newton Construction, are known. Other key elements for the timeline will be any necessary soils work and obtaining required project permits from Monterey County.

Follow Up Items – New Items

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 funds.
2. Bond Act Sign – District has received the sign and determined where it will be installed. (Director Gray) will provide RGS with photos of the sign when it is installed in early October. A photo of the sign visible on the project site, along with construction progress photos, must be included with each construction payment request.
3. Gazebo and Stage – At the August 15 meeting, District (Director Gray) advised RGS that the District may proceed with gazebo and stage projects using District funds instead of grant funds. State Parks has been advised of this.
4. CEQA – With State Parks approving the project time extension, CEQA has been moved from a potential risk to a follow up item.

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On September 19, District Counsel provided the District (Directors Gary and Stone) with the following CEQA update on the stage, gazebo and modular building replacing the existing Activity House:

“All 3 may qualify for an exemption. The stage and gazebo would qualify as a Class 2 exemption under Code of Regulations section 15301 “Existing Facilities” which provides;

Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The types of “existing facilities” itemized below are not intended to be all-inclusive of the types of projects which might fall within Class 1. The key consideration is whether the project involves negligible or no expansion of use.

Examples include but are not limited to:

(d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety, unless it is determined that the damage was substantial and resulted from an environmental hazard such as earthquake, landslide, or flood;”

The Activity house would qualify as a Class 2 exemption under section 15302 if it meets the following:

Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to:

(b) Replacement of a commercial structure with a new structure of substantially the same size, purpose, and capacity.”

The Board would have to make findings at the time the projects are approved, and a “Notice of Exemption” would need to be filed.”

On September 29, RGS (Adams) provided the District (Director Gray) with a copy of the CEQA Notice of Exemption form used by the Monterey Peninsula Regional Park District for District Counsel to review to determine if a similar form could be used by CVRPD to record the Board's findings for a Notice of Exemption with the County Clerk.