

CARMEL VALLEY RECREATION & PARK DISTRICT

Proposition 68 Grants

November 2022

Administration

1. **CEQA** – District Counsel finalized the language for the CEQA resolution prepared by Director Gray. When the District adopts Resolution No. 2022-05 regarding an exemption from CEQA for the Activity House, Gazebo and Stage, it will be filed with the County Clerk and then provided to State Parks. Once the CEQA exemption process is completed, the District is then able to seek reimbursement and/or advances for construction expenditures.

Financial

1. **First Reimbursement Request** – At the Board Meeting on November 9, the District decided to include additional expenditures for Aqua Flow, County Counsel and RGS in the first reimbursement request, increasing the amount to \$19,132.10. On November 17, RGS provided the updated the reimbursement request, Director Gray obtained the Board President’s signature on it, and RGS submitted it to State Parks. On November 28, State Parks confirmed the reimbursement request was approved on November 17 and forwarded to the State Controller’s Office, who will mail a paper check within 8-10 weeks.

Procurement

1. **Activity House** – On November 3, M³ Environmental LLC provided the District (Director Gray) with the results of the asbestos and lead inspection of the Activity House. A total of 47 samples were collected for asbestos and 23 for lead. Traces of asbestos were found in 6 areas and in 1 area for lead. They will have to be removed and disposed of following Cal/OSHA standards. Director Gray provided this information to Gordian so that Newton Construction can prepare an estimate for asbestos and lead remediation and then demolition of the Activity House. On November 11, the District (Director Gray) met with RGS (Adams and Coggins) to review the status of the estimate from Newton Construction. They also reviewed the CEQA exemption status and elements of the project budget. They met again on November 16 to discuss various options to attempt to reduce the cost of replacing the Activity House. It was decided the first step would be to seek a proposal from Newton Construction to take on the entire project for \$400,000. On November 23, RGS (Coggins) sent a request to Newton Construction seeking alternatives within this budget amount and which comply with the Public Contract Code and grant procurement requirements.
2. **Stage Renovation Materials** – The District (Director Thatcher) has obtained one quote for the Stage renovation based on the materials listed provided by the Eagle Scout who will lead the renovation project. Director Thatcher is obtaining two additional quotes for the materials so

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the District complies with the County of Monterey and Public Contract Code procurement requirements for public projects between \$4,000 and \$10,000 (PCC Section 20150.4).

Identification of Potential Risks

1. None.

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.
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.
3. Volunteer Time Records – 2022 volunteer rate has not been released so the priority, while tracking 2022 hours volunteered, continues be the completion of time cards for 2020 and 2021. It appears the 2022 volunteer rate is not going to be released until 2023. Completed time cards for 2020 and 2021 should be sent to RGS for Per Capita grant reporting purposes. With estimates coming in high for the Activity House portion of the project is it important to document every volunteer hour possible.