

CARMEL VALLEY RECREATION & PARK DISTRICT

Proposition 68 Grants

March 2023

Administration

1. None.

Financial

1. Second Reimbursement Request – On February 21, State Parks forwarded the District’s second reimbursement request to the State Controller’s Office for payment. The District should receive the reimbursement for check \$19,317 in 8-10 weeks (late April to early May).

Procurement

1. Activity House – On March 6, the Board authorized Luke Ingram Designs to do an initial feasibility study to determine which renovations can be made to the existing Activity House, with a focus on asset preservation. Since then, the District (Director Gray) reports that Luke Ingram Designs obtained documentation on the Activity House from Monterey County, obtained estimates for two (2) alternatives for a new roof, and is drafting as-built drawings. On March 27, Luke Ingram Designs had a structural engineer do an external inspection of the building.

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. **(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.)**

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3. **Volunteer Hours** – **As of March 31, Independent Sector had not posted the 2022 volunteer labor rates. Independent Sector posted the 2021 volunteer labor rates by state on April 18, 2022 so it is anticipated the posting of the 2022 volunteer rates will follow a similar release schedule.** RGS has provided the District with the 2020 and 2021 timecard templates approved by State Parks to document grant related volunteer hours for those years. Timecards prepared for volunteer hours for those years should be provided to RGS. The 2022 template will be provided as soon as the 2022 volunteer hourly wage rate is available. Documenting volunteer hours is a critical component of the District's required \$44,488 match required for the Per Capita grant.