

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Parks and Recreation

SKA

BOARD AGENDA # *B-5

Urgent

Routine

RA

AGENDA DATE December 7, 2010

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval to Increase Appropriations for the Department of Parks and Recreation Fiscal Year 2010-2011 Budget by \$139,486 for Surveying Services at Del Puerto Canyon, Frank Raines Off-Highway Vehicle Park, Funded by the State of California Off-Highway Motor Vehicle Recreation Local Assistance Grant and Matching Funds from Departmental Off-Highway Vehicle Fund Balance

STAFF RECOMMENDATIONS:

1. Approve the increase of appropriations for the Department of Parks and Recreation Fiscal Year 2010-2011 budget by \$139,486 for surveying services at Del Puerto Canyon, Frank Raines Off-Highway Vehicle Park, funded by the State of California Off-Highway Motor Vehicle Recreation Local Assistance Grant Program and matching funds from the Off-Highway Vehicle fund balance.
2. Direct the Auditor-Controller to make the necessary budget adjustments per the attached budget journal.

FISCAL IMPACT:

There is no impact to the general fund. The \$139,486 increase in appropriations will come from \$104, 614 in revenue received through the State of California Off-Highway Motor Vehicle Local Assistance Grant Program and \$34,872 will be used from OHV Fund Balance.

(Continue on next page)

BOARD ACTION AS FOLLOWS:

No. 2010-738

On motion of Supervisor O'Brien, Seconded by Supervisor Monteith
and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Monteith, DeMartini, and Chairman Grover

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:

Christine Ferraro

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

Approval to Increase Appropriations for the Department of Parks and Recreation Fiscal Year 2010-2011 Budget by \$139,486 for Surveying Services at Del Puerto Canyon, Frank Raines Off-Highway Vehicle Park, Funded by the State of California Off-Highway Motor Vehicle Recreation Local Assistance Grant Program and Matching Funds from Departmental Off-Highway Vehicle Fund Balance

FISCAL IMPACT (Continued):

Project costs include:

\$ 96,093	- Contracts
\$ 8,893	- Materials & Supplies
\$ 11,500	- Parks Labor Costs
\$ 9,000	- Public Works Surveying Staff
<u>\$ 14,000</u>	- Public Works Geographical Information Systems
\$139,486	-TOTAL ESTIMATED PROJECT COST

DISCUSSION:

Since 2005, Frank Raines Regional Park has received over \$870,000 in competitive grant awards through the State of California Off-Highway Vehicle Recreation Local Assistance Grant Program. On July 25, 2006, the Board of Supervisors authorized a resolution for the Director of the Department of Parks and Recreation to apply, and if awarded, accept and administer up to \$365,485 in grant funds for planning, operation, and maintenance of Frank Raines Regional Park, Off-Highway Vehicle Area (OHV). The Department was awarded \$255,840 for a Facility Operation and Maintenance (F&OM) Grant in the amount of \$126,466 and a Planning Grant in the amount of \$129,374.

At the time the grant application was submitted no matching funds were required. However, within the approved Resolution, all potential award recipients were required to agree to provide matching funds should the State later determine it to be necessary. Although both State and Department staff were aware of the possible need for a match requirement, it was believed it would not occur during this grant cycle. After notification of the grant award occurred, however, the Department was notified that it indeed needed a grant match.

On May 8, 2007, the grant documents were signed by the Department Director and returned to the State. The Department's required matching contributions totaled \$42,155 for the FO&M portion and \$43,125 for the Planning portion of the grant award. The Department has since been reimbursed \$126,466 for the FO&M portion and has met the matching requirement of \$42,155. To date, \$24,760 of the Planning Grant award has been reimbursed to the County and \$8,253 of the required \$43,125 match obligation has been met. To meet the matching obligations during Fiscal Year 2007-2008, the Department was able to re-prioritize its funding obligations, utilize in-kind contributions, and OHV fund balance. A summary of the grant and matching funds is shown in the following table:

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Grant	Award Requested	Award Received	Match Required	Grant Monies Spent to Date	Match Monies Spent to Date	Grant Monies Remain	Match Monies Remain
OHV Facility Operations & Maintenance	\$180,665	\$126,466	\$42,155	\$126,466	\$42,155	\$0	\$0
Planning	\$184,820	\$129,374	\$43,125	\$ 24,760	\$ 8,253	\$104,614	\$34,872
TOTALS	\$365,485	\$255,840	\$85,280	\$151,226	\$50,408	\$139,486	

The FO&M Grant assisted the Department during Fiscal Year 2007-2008 by funding on-going costs associated with maintenance and operations of the off-highway vehicle areas including cleaning bathrooms, mowing turf, trash collection, rules enforcement, water system maintenance, and miscellaneous campground improvements.

The Planning Grant assists the Department in two projects; the Preliminary Special-Status Plant Report and the Boundary Survey and Trail Mapping project. The purpose of the Preliminary Special-Status Plant Report was to identify occurrences of special-status plants in the areas of study. The Plant Report was a specific action identified in the Master Development Plan for Frank Raines Regional Park which was intended to create a future vision for the off-highway vehicle areas. This project was completed in August of 2007.

The Boundary Survey and Trail Mapping project's purpose is to provide for external boundary surveying for specific Assessor Parcel Numbers (APNs) in two distinct areas of the Park and off-highway vehicle trail locations within the OHV areas. This final project will establish and verify external boundary markers and/or monuments and provide a topographic survey including map drawings, ground distance measurements, and locating all existing off-highway vehicle trails. In addition, it provides project labor cost reimbursement and geographical information systems (GIS) surveying products that convert computer-aided designs (CAD) to GIS compatible data. This conversion allows for information to extend project data and applications to operations and facility field staff for creating maps, analyzing environmental changes, facility management, and public mapping formats using the GIS Central Online website. The anticipated cost of the proposed project will not exceed \$139,486 with a completion date of no later than February 28, 2011.

A Request for Proposal entitled, "Surveying Services at Del Puerto Canyon, Frank Raines OHV Park" was posted on August 27, 2010. A pre-proposal conference meeting was held on September 15, 2010, with proposals due no later than October 1, 2010. Eight companies submitted proposals on all four phases of the request. One company was rejected due to an incomplete proposal submittal while seven companies were evaluated and the top five companies interviewed. These panel evaluations and interviews were completed in October 2010 and a letter of intent to award was mailed on October 26, 2010 to Siegfried Engineering, Inc. All survey work is scheduled for completion no later than December 15, 2010. As this

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contract is under \$100,000, the Director of Parks and Recreation has the authority to authorize and sign the contract.

POLICY ISSUE:

Approval of this agenda item supports the Board of Supervisors' priorities of A Strong Local Economy by promoting attractive and well-cared for regional recreational facilities and Effective Partnerships by partnering with organizations able to offer monetary support to County facilities.

STAFFING IMPACTS:

There are no staffing impacts associated with this item.

CONTACT PERSON:

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