



**COUNTY OF NEVADA  
COMMUNITY DEVELOPMENT AGENCY  
PLANNING DEPARTMENT**  
950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617  
(530) 265-1222 FAX (530) 265-9851 <http://mynevadacounty.com>

Sean Powers  
Community Development Agency Director

Brian Foss  
Planning Director

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**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** March 22, 2016

**TO:** Board of Supervisors

**FROM:** **Brian Foss, Planning Director**

**SUBJECT:** Resolution authorizing execution of a second amendment to the grant agreement between County of Nevada and Oak Tree Park and Recreation District.

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**RECOMMENDATION:** Adopt the attached resolution that will renew and extend the grant agreement with Oak Tree Park and Recreation District.

**FUNDING:** Funding is included in the FY 15/16 Recreation Mitigation Fees Budget for the Twin Ridges Benefit Zone and will not require a budget amendment. There is no impact to the General Fund.

**ATTACHMENTS:**

1. Proposed Resolution and Amended Grant Agreement
2. Extension Request
3. Resolution No. 3-199 and Resolution No. 14-383

**BACKGROUND:** On February 12, 2013, the Board of Supervisors approved three requests for allocation of Recreation Mitigation Funding including the Oak Tree Community Park Pavilion project by the Oak Tree Park and Recreation District (OTPRD). On June 11, 2013, the Board of Supervisors approved a grant agreement with OTPRD to allocate \$45,900 in Recreation Mitigation Funding to complete this project in addition to a 10% administration fee of \$4,590 for a total award amount of \$50,490. This project entails constructing a pavilion and picnic areas at Oak Tree Community Park and the original date for completion of the project was August 12, 2014.

The OTPRD needed additional time to submit an application and obtain approval for a Use Permit to develop new use areas at Oak Tree Community Park prior to commencing construction of the pavilion project. Due to limited resources, OTPRD is utilizing volunteers to prepare the application materials for the required Use Permit. The use of volunteers and planning for future use areas at Oak Tree Community Park had extended the implementation schedule for the pavilion project.

The Park District requested an additional eighteen months beyond the August 12, 2014 expiration date to complete the pavilion project. The first amendment to the contract was approved by the Board of Supervisors on August 12, 2014 which extended the expiration date to February 12, 2016.

At this time, the Use Permit has not been approved and OTPRD needs additional time to complete the project since the use of the Mitigation Funding is dependent upon first obtaining approval for a Use Permit. Upon submission of the preliminary materials to the Planning Agency for the Use Permit it became evident that OTPRD needed to rethink many aspects required for the Use Permit. The preliminary plan which the OTPRD submitted to the Planning Agency posed numerous potential environmental impacts associated with locations and types of future use areas. After much consideration OTPRD decided to eliminate and/or relocate future use areas, including relocating the pavilion use area, to avoid environmental impacts. This required the OTPRD to redesign the current and future park use areas. Using only volunteers and limited funding this process took longer than expected. Now the OTPRD feels, through cooperation with the Planning Department, that the Park will have a better end product for the community and a more realistic scope of work for the Use Permit. The site redesign was a major hurdle for the Oak Tree Community Park and the Park finds it necessary to extend the implementation schedule for the Pavilion project.

Therefore, OTPRD is requesting an additional fifteen months beyond the current expiration date, or May 12, 2017, to complete the pavilion project. This additional time will allow two months for OTPRD and the Planning Agency to finalize the Use Permit application, six months to go through the Use Permit process, two months to obtain a building permit and select a contractor, 3 months to complete construction, and two months to close out the grant and finalize payment requests.

Modifying the expiration date of the grant agreement requires a contract amendment. Attached is an amended grant agreement to renew and amend the contract in order to change the expiration date for the pavilion project accordingly. Staff supports the additional time requested to ensure completion of the Oak Tree Community Park Pavilion project. In all other ways, the original grant agreement will remain the same.

**SUMMARY:** On June 11, 2013, the Board approved a grant agreement with the Oak Tree Park and Recreation District to allocate \$45,900 in Recreation Mitigation Funding to complete the Oak Tree Community Park Pavilion Project. Attached for Board consideration is an amended grant agreement to change the expiration date for project completion to May 12, 2017.

**Approved by:** Brian Foss, Planning Director