



CONEJO RECREATION & PARK DISTRICT

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Jim Friedl

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March 2, 2010

GENERAL MANAGER EMERITUS
Tex Ward

Santa Monica Mountains Conservancy
Attn: Laurie Collins, Esq.
570 W. Ave. 26, Suite 100
Los Angeles, CA 90065

RE: Agreement Number: SMM-05082 McCrea (Prop 40)
Request for Reimbursement; Time Extension

Dear Ms. Collins,

Laurie

Moving forward with our project, "Development of Historic McCrea Ranch", efforts have focused on securing public access through development of a visitors' center with parking, disabled access and restrooms. The District's due diligence in the environmental review of these improvements resulted in a final Mitigated Negative Declaration adopted by our board on February 18, 2010.

Construction of the visitor center is expected to begin in May or June of this year and continue for approximately eight months. Since this projected timeline will not make it possible for us to meet the deadline of the grant term ending June 30, 2010, the District is formally requesting a time extension to June 30, 2011.

Enclosed please find the Project Status Report, Grant Expenditure Form, and Payment Request for invoicing period 10/1/09 through 3/1/10. Expenditures this period total \$95,398.40 however there is an outstanding previous balance of \$29,700.87, bringing the total due to \$125,099.27. With a total grant agreement of \$750,000, the balance following payment of this request is \$435,348.84.

Conejo Recreation & Park District appreciates the support that Santa Monica Mountains Conservancy has provided in making the historic McCrea Ranch accessible to the public.

Sincerely,


James Friedl

General Manager, Conejo Recreation & Park District

Enclosures:

**SANTA MONICA MOUNTAINS CONSERVANCY
PROJECT STATUS REPORT**

Project Name: Development of Historic McCrea Ranch

Grantee Name: Conejo Recreation & Park District

Grant Agreement Number: SMM-05082

Months Covered: 10/1/09 through 3/1/10

Project is: On-going Complete Inactive

Tasks / Milestones:

Percentage Complete:

1 Demo work interim access	100%
2 Parking area improvements	100%
3 Fence replacement	100%
4 Construction of Visitor Center	95% (design only); construction to begin in May

Description of Project Status, Explanation of Changes in Budget or Schedule:

In October 2009, CRPD Board of Directors unanimously approved the development of a new visitor center and interim public access of McCrea Ranch. To proceed with the site's development, the Board authorized an abandonment of the original Master Plan allowing for a more focused environmental review of the Visitor Center improvements, including center building, parking, disabled access and restrooms. This approach expedites access for the public and provides additional time to re-engage the community to plan future development. Some of the concepts from the initial Master Plan will be retained and the community-based planning effort will form the basis of a more comprehensive environmental review of the project.

On February 18, 2010, the Board adopted a Mitigated Negative Declaration for the McCrea Ranch Visitor Center. This was following the District's due diligence circulating a draft Initial Study/ Mitigated Negative Declaration, responding to comments, and collaborating with environmental planners at the City of Thousand Oaks. Envicom Corporation prepared the Final Initial Study/Mitigated Negative Declaration for Board adoption.

Building plans are currently in plan check with the City of Thousand Oaks. Construction is anticipated to begin in May or June of this year and continue for approximately eight months. As we will not meet the deadline of the grant term ending June 30, 2010, the District formally requests a time extension to June 30, 2011.

I certify that the above is an accurate description of project status.

Signature of Authorized Representative

Date

3/4/10

Interim Form SMM-003

**SANTA MONICA MOUNTAINS CONSERVANCY
PAYMENT REQUEST**

Grant Agreement: SMM-05082	Grantee Name:
Project Name: Development of Historic McCrea Ranch	Conejo Recreation & Park District
Invoice Number: 5	Address for Remittance:
Invoicing Period: 10/1/2009 to 3/1/2010	403 West Hillcrest Drive
Grant Amount: \$750,000	Thousand Oaks, CA 91360
	Attn: Finance Department

Approved Tasks / Milestones:	Cost of Project This Period:	Total Cost to Date:	Remaining Balance:
1 Design / Engineering Services; Interim Access; Schematic / Visitor's Center	\$ 95,398.40	\$ 314,651.16	\$ 435,348.84
TOTAL:	\$ 95,398.40	\$ 314,651.16	\$ 435,348.84

SUMMARY

a. Current Invoice Amount	\$ 95,398.40
b. Balance Due from Prior Requests	\$ 29,700.87
c. Credits	
c-1 Principal	\$ 0.00
c-2 Interest	\$ 0.00
d. Total Balance Due (a+b-c)	\$ 125,099.27

I certify that any reimbursement request for travel expenses and per diem are in accordance to General Provisions of the grant agreement. I also understand that I am responsible for maintaining adequate records to substantiate travel expenses and per diem.

Signature of Authorized Representative _____ *Date* _____

I certify that the above costs were incurred in the performance of work required under the grant agreement and are consistent with the amount evidenced by supporting documents and expenditures.

Signature of Authorized Representative _____ *Date* 3/4/10

For SMMG Use Only:

Accepted by:

Contracts and Fiscal Officer _____ *Date* _____

Approved for payment by:

Title _____ *Date* _____

GRANT EXPENDITURE FORM

Project Number SMM-05082
 Time Period 10/1/09 - 3/1/10

Warrant/Check Number	Date	Recipient	Purpose	Amount
122152	10/1/2009	Gorian	preparation of soils report	\$5,896.15
122606	11/16/2009	Nordman	consultation with attorney on aspects of Mitigated Negative Declaration	\$168.00
122794	11/30/2009	MNS	engineering for water line extension	\$3,945.00
122899	11/30/2009	Ford Reprographics	plan copying; printing for Board presentation exhibits	\$118.57
122758	12/8/2009	Cybercopy	plan copying	\$8.12
122942	12/29/2009	Ford Reprographics	plan copying	\$23.59
122956	12/29/2009	RRM Design Group	schematic design of visitor's center; bldgs., civil engineering, landscape	\$37,108.75
122952	12/30/2009	MNS	engineering for water line extension	\$3,137.50
123235	12/31/2009	MNS	engineering for water line extension	\$13,380.00
123169	1/27/2010	RRM Design Group	schematic design of visitor's center; bldgs., civil engineering, landscape	\$31,433.02
123378	2/1/2010	Cybercopy	plan copying; printing for Board presentation exhibits	\$179.70

Subtotal

Total Labor Costs from Labor Costs Summary Form (if applicable)

Total Equipment Costs from Equipment Costs Summary Form (if applicable)

Grand Total

\$95,398.40