



LAGUNA GRANDE REGIONAL JOINT POWERS AGENCY

AMENDED A G E N D A
REGULAR MEETING
Seaside Council Chamber
440 Harcourt Avenue
Monday, February 12, 2024
6:00 PM

PUBLIC COMMENTS: To make a public comment, the following options are available:

- Before the Meeting via Email: Written comments can be emailed to CityClerk@ci.seaside.ca.us. Include the following subject line: "Public Comment Item #" (insert the agenda item number relevant to your comment). Written comments must be received at least 2 hours prior to the meeting. All submitted comments will be provided to the City Council or the Board for consideration.
- During the Meeting: When the Chair calls for public comment, members of the public attending in person and wishing to address the Board may approach the podium when the Chair calls for public comment.

1. CALL TO ORDER

2. ROLL CALL – ESTABLISHMENT OF QUORUM

David R. Pacheco (City of Seaside), Chair
Kevin Raskoff (Monterey Peninsula Regional Park District), Board Member
Gino Garcia (City of Monterey), Board Member

3. PUBLIC COMMENT

Members of the public wishing to address the City Council on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Public Comments for "Presentations" on this agenda are also taken at this time; comments on specific agenda items are heard under that item. For the public record, please state your name.

4. APPROVAL OF MINUTES

A. APPROVE MINUTES FROM NOVEMBER 14, 2023

5. BUSINESS ITEMS

- A. ADOPT A RESOLUTION APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH BELLINGER FOSTER STEINMETZ FOR THE TRAIL MAINTENANCE STRATEGY TO INCLUDE OBTAINING THE NECESSARY PERMITS REQUIRED TO START THE WORK IDENTIFIED IN THE PROJECT AUTHORIZING THE CONTRACT VALUE TO BE INCREASED BY EIGHTY NINE THOUSAND SEVEN HUNDRED NINETY TWO DOLLARS AND FIFTY CENTS (\$89,792.50) TO BE FUNDED BY THE MONTEREY PENINSULA REGIONAL PARK DISTRICT (\$29,930.83), CITY OF SEASIDE (\$29,930.84), AND THE CITY OF MONTEREY (\$29,930.83)**

RECOMMENDATION: The purpose of this item is to adopt a resolution approving an amendment to the Professional Services Agreement with Bellinger Foster Steinmetz for the trail maintenance strategy to include obtaining the necessary permits required to start the work identified in the project.

- B. ADOPT A RESOLUTION CODIFYING A REGULAR MEETING CADENCE WHICH WILL TAKE PLACE ON THE SECOND MONDAY OF THE FIRST MONTH OF EACH QUARTER**

RECOMMENDATION: It is recommended that the board adopts a regular meeting cadence for the second Monday of the first month of each quarter.

- C. LAGUNA GRANDE REGIONAL PARK COMMUNITY TOWN HALL FINDINGS**

RECOMMENDATION: it is recommended that the Board receive the presentation on the findings of the Community Town Hall that was held at Cassanova Oak Knolls on January 17, 2024, as part of the Laguna Grande Regional Park Joint Powers Agency (JPA) outreach program.

6. BOARD MEMBER REPORTS

7. REPORTS FROM STAFF

8. ADJOURNMENT

Next Regularly Scheduled Meeting:
April 8, 2024
6:00 p.m.

The Laguna Grande Regional Joint Powers Authority is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the Seaside City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. The City Council chamber is equipped with a portable microphone and assisted listening devices are available at all meetings. Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.



LAGUNA GRANDE REGIONAL JOINT POWERS AGENCY

DRAFT MINUTES

SPECIAL MEETING

Seaside Council Chamber

440 Harcourt Avenue

Tuesday, November 14, 2023

6:00 PM

1. **CALL TO ORDER**

Chair Pacheco called the meeting to order at 6:00 p.m.

2. **ROLL CALL – ESTABLISHMENT OF QUORUM**

Present: Raskoff, Pacheco, Garcia

Absent: None

3. **PUBLIC COMMENT**

Kathy Boya

4. **BUSINESS ITEMS**

A. RECEIVE UPDATES ON CURRENT PROJECTS

Seaside Recreation Director, Dan Meewis, provided a presentation reviewing the following projects:

Vegetation Mitigation – the following permits need to be obtained which can take 12+ months. JPA staff is working with BFS consultants to include the permitting process to the scope of work and move the project forward. An amendment to the contract will be brought to the JPA in the near future.

Mr. Meewis responded to questions from the Board and agreed to work with JPA staff to produce maintenance map; and how to approach the maintenance plan in a more collaborative way; how to “front-load” the planning process to help close the timelines that

PUBLIC COMMENT: None

B. DISCUSS THE ESTABLISHMENT OF REGULAR MEETING INTERVALS FOR THE LAGUNA GRANDE JOINT POWERS AGENCY

Seaside Recreation Director, Dan Meewis, provided a presentation and presented the Board with considerations for establishing a schedule for regular meetings.

Public comment was received.

On motion by Board member Raskoff and second by Board member Garcia, and carried by the following vote, the Laguna Grande Joint Powers Authority moved to establish its regular meeting as the 2nd Monday of the month at 6:00 p.m.

RESULT: 3-0-0

AYES: RASKOFF, PACHECO, GARICA

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

5. REPORTS/COMMENTS FROM BOARD MEMBERS

Garcia – interested in exploring possibilities for additional public engagement for the JPA meetings through sharing meeting recordings and ways to participate through each agency.

Raskoff – thanked meeting attendees for their ideas and comment; park district has intentions to increase their interpretive programs and activities at Laguna Grande, and announced a kickoff meeting between the park district and the cities on Thursday, November 16 at 11:00 a.m.

Pacheco – a park tour of Laguna Grande has garnered positive community turnout and input, and it might be something the Board is interested in doing at a later date.

6. ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Dominique L. Davis, Agency Clerk

Dave R. Pacheco, Chair



LAGUNA GRANDE REGIONAL JOINT POWERS AGENCY

AGENDA REPORT

ITEM: 5.A.
TO: Agency Members
FROM: Dan Meewis, Recreation Director
DATE: February 12, 2024
SUBJECT:

ADOPT A RESOLUTION APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH BELLINGER FOSTER STEINMETZ FOR THE TRAIL MAINTENANCE STRATEGY TO INCLUDE OBTAINING THE NECESSARY PERMITS REQUIRED TO START THE WORK IDENTIFIED IN THE PROJECT AUTHORIZING THE CONTRACT VALUE TO BE INCREASED BY EIGHTY NINE THOUSAND SEVEN HUNDRED NINETY TWO DOLLARS AND FIFTY CENTS (\$89,792.50) TO BE FUNDED BY THE MONTEREY PENINSULA REGIONAL PARK DISTRICT (\$29,930.83), CITY OF SEASIDE (\$29,930.84), AND THE CITY OF MONTEREY (\$29,930.83)

PURPOSE & RECOMMENDATION

The purpose of this item is to adopt a resolution approving an amendment to the Professional Services Agreement with Bellinger Foster Steinmetz for the trail maintenance strategy to include obtaining the necessary permits required to start the work identified in the project.

BACKGROUND

The Laguna Grande Regional Park Joint Powers Agency (JPA) approved a contract with Bellinger Foster Steinmetz (BFS) to create a Trail Maintenance Strategy and Conduct Environmental Review for Laguna Grande Regional Park on April 21, 2021. Prior to the award of the contract, staff met with the various City Managers and Executive Director and it was determined that there was inadequate funding to pay for a full park plan, but recommended moving forward with the Trail Maintenance Strategy. The proposed Trail Maintenance Strategy was proposed to include the following steps:

1. Inventory existing trail network and biotic communities.
2. Prepare a draft trail maintenance strategy and vegetation management recommendations.
3. Review maintenance strategy with stakeholders such as the California Department of Fish and Wildlife, Coastal Commission, Regional Water Quality Control Board, and interested parties such as the Audubon Society and residents.
4. Revise the maintenance strategy based on public and stakeholders interest.
5. Present maintenance strategy to the JPA and finalize the project description.
6. Prepare the required environment document.
7. Present maintenance strategy and environmental document to the JPA for certification.

Once the document was certified by the JPA, the JPA would then pursue permits for the project from various resource agencies such as the Regional Water Quality Control Board, etc. Work could commence after all permits are obtained and appropriate resources and funding are identified and secured. .

In the contract under section 5.0 Additional Services it states:

5.10 Any Permitting: Obtain necessary permits (Fish & Wildlife, Regional Water Quality, Coastal Commission) for project implementation. This task is budgeted as an additional service. Scope and service details will be refined as permit requirements are identified.

Initially, staff considered working through the permitting process internally. However, given the lengthy process and limited staff resources, it has been determined that the best course of action would be to amend BFS's contract to include the permitting process. BFS would work with EMC Planning Group on this project, as EMC was a consultant for BFS for the Vegetation and Trail Maintenance Strategy, and they have a intricate knowledge of the project, and working with these permitting agencies falls in their scope of services.

ATTACHMENTS

1. EMC Laguna Grande Permitting Scope and Budget
 2. BFS Laguna Grande Park Permitting-Proposal
 3. Resolution - JPA_TMS amedment
-



Planning for Success.

October 25, 2023

Dan Meewis
Recreation Director
City of Seaside
440 Harcourt
Seaside, CA 93955

Re: Laguna Grande Trail Maintenance Strategy Permitting Proposal

Dear Dan,

Thank you for requesting a proposal to assist you with permitting implementation of the Laguna Grande Trail Maintenance Strategy. Enclosed is a scope of work and budget for your review and consideration.

Please let me know if you have any questions.

Sincerely,

Teri Wissler Adam
Senior Principal

Laguna Grande Trail Maintenance Strategy Permitting Scope of Work

Project Definition

The project includes implementation of the Laguna Grande Regional Park Trail Maintenance Strategy by way of maintenance and enhancement of the existing trail system. Key components include the following:

Seasonal Trail Development

- Provide eight-foot-wide seasonal mulch trails through southern riparian woodland with seasonal foot bridges for creek crossing; and
- Mitigate habitat removal with invasive removal and restoration planting.

Vegetation Clearing

- Clearing and limbing around trail curves and corners as well as around illegal camp sites to improve access for monitoring and cleaning; and
- Clearing at docks.

Trail Maintenance and Improvements

- Replace sections of trail impacted by root damage or erosion and repair/replace culverts under trails;
- Add mulch seasonally to portions of seasonal trail that are degraded; and
- Provide formal trail connection to Fremont Boulevard and along Virgin Street.

Accessibility Improvements

- Restore accessibility to north bridge and install accessible paths to docks to make compliant with local building codes;
- Repair areas with trip hazards; and
- Provide trail connection with anticipated Fort Ord Trail and Greenway Project (FORTAG) segment that will travel through the park utilizing the existing trail and provide access to trail users from Del Monte Boulevard to the north and from the corner of Fremont Street and canyon Del Rey to the south.

Invasive Species Removal and Restoration Planting

- Restore native plantings where invasives are fully removed; and
- Create new native habitat along southern gravel trail.

Lighting

- Repair or replace existing lighting; and
- Extend new lighting along the southern gravel trail.

A. Coastal Development Permit Applications (Cities of Monterey and Seaside)

Implementation of the project will require coastal development permits from the cities of Monterey (Coastal Commission) and Seaside. The following scope of work is proposed (same for each application):

Task 1 Administration and Management

Project administration and management includes meetings and telephone conferences with JPA and city staff and working with JPA's project manager/civil engineer to obtain necessary project plans and related documentation for the application. This task also includes up to eight hours of meetings with the cities of Seaside and Monterey, as well as the Coastal Commission .

Task 2 Prepare Application Packages

Consult with both cities to obtain their application for a coastal development permit. Complete the application and gather required, existing materials.

Task 3 Respond to City Comments on Application Submittals

Respond to both cities comments on the application materials. Revise as necessary. This also includes responding to comments from the Coastal Commission.

Task 4 Attend Public Hearings

Attend up to four public hearings. Please note that the cost does not include travel time to a Coastal Commission hearing if it is not scheduled locally.

B. Resource Agency Permit (Wetland and Waterways) Applications

The *Laguna Grande Trail and Vegetation Maintenance Strategy Initial Study and Mitigated Negative Declaration* (IS/MND) was prepared to analyze potential environmental impacts associated with the proposed projects per the California Environmental Quality Act and was approved in 2023 (EMC Planning Group 2023). The document included the following mitigation measure pertaining to impacts to jurisdictional aquatic features:

BIO-11 Prior to disturbance in or within 25 feet adjacent to wetlands, a qualified biologist will prepare a wetland delineation to determine the extent of potential wetlands and waterways regulated by the U.S. Army Corps of

Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife. If the U.S. Army Corps of Engineers claims jurisdiction, the Laguna Grande Regional Park Joint Powers Authority will retain a qualified biologist to obtain a Clean Water Act Section 404 Nationwide Permit. If the impacts to the drainage features do not qualify for a Nationwide Permit, the Laguna Grande Regional Park Joint Powers Authority shall proceed with the qualified biologist in obtaining an Individual Permit from the U.S. Army Corps of Engineers. The Laguna Grande Regional Park Joint Powers Authority will also retain a qualified biologist to coordinate with the Regional Water Quality Control Board to obtain a Clean Water Act Section 401 Water Quality Certification. If necessary, the Laguna Grande Regional Park Joint Powers Authority will also retain a qualified biologist to coordinate with the California Department of Fish and Wildlife to obtain a Streambed Alteration Agreement.

To compensate for temporary and/or permanent impacts to jurisdictional features that would be impacted as a result of the proposed project, mitigation shall be provided as required by the regulatory permits. Mitigation would be provided through one of the following mechanisms:

- i. A Wetland Mitigation and Monitoring Plan shall be developed that will outline mitigation and monitoring obligations for temporary impacts to wetlands and other waters as a result of disturbance activities. The Wetland Mitigation and Monitoring Plan would include thresholds of success, monitoring and reporting requirements, and site-specific plans to compensate for wetland losses resulting from the project. The Wetland Mitigation and Monitoring Plan shall be submitted to the appropriate regulatory agencies for review and approval during the permit application process.*

Or

- ii. To compensate for permanent impacts, the purchase and/or dedication of land to provide suitable wetland restoration or creation shall ensure a no net loss of wetland values or functions. If restoration is available and feasible, a minimum 1:1 mitigation to impact ratio would apply to projects for which mitigation is provided in advance.*

Based on the overall site plans analyzed in the IS/MND, multiple aquatic features within the project boundary may be considered jurisdictional by the U.S. Army Corps of Engineers, Regional Water Quality Control Board and/or the California Department of Fish and Wildlife. The following tasks would evaluate potential impacts to these features and assist the JPA in obtaining the necessary regulatory permits prior to construction.

Task 1 Wetland Delineation and Report

This task includes measuring and mapping the drainage features shown adjacent to project areas as potential waterways and investigating existing soil conditions through analysis of one or more soil test pits and preparing a wetland delineation report. The features will be evaluated using the U.S. Army Corps of Engineers protocol, which delineates wetlands as features with the following key criteria:

- **Vegetation:** The dominant vegetation must consist of species that are typically adapted to grow, effectively compete, reproduce, and/or persist in anaerobic soil conditions.
- **Soil:** Soils present are classified as hydric, or they possess characteristics that are associated with reducing soil conditions.
- **Hydrology:** The area is inundated either permanently or periodically, or the soil is saturated to the surface at some time during the growing season of the prevalent vegetation.

Mapping will be completed using a GPS receiver in the field at the time of the survey. The points will be uploaded into GIS for use in calculating wetland/waterway acreage and length. U.S. Army Corps of Engineers jurisdiction is defined by the ordinary high-water mark, Regional Water Quality Control Board jurisdiction is defined by the top of bank, and California Department of Fish and Wildlife jurisdiction is defined by the edge of riparian vegetation.

A preliminary wetland/waterway delineation report will be prepared identifying potentially jurisdictional drainage features, including calculation of acreage and/or length of the drainage features to be impacted. The report will include the information identified in the San Francisco U.S. Army Corps of Engineers District’s Information Requested for Verification of Corps Jurisdiction (2016) checklist. The JPA will be provided with a draft electronic version of the report for review and comment. A final PDF version will be delivered to the BFS Landscape Architects and the JPA for submittal to the San Francisco U.S. Army Corps of Engineers District with a request for a jurisdictional determination.

Task 2 Project Team and Regulatory Agency Coordination

EMC Planning Group will coordinate regulatory agency consultation with the JPA and BFS Landscape Architects to facilitate (and expedite to the extent feasible) the permitting processes. It is assumed that permits will be obtained within twelve months of authorization; if the permitting process is extended beyond this time period, a contract amendment may be necessary. It is assumed that U.S. Army Corps of Engineers, U.S. Fish and Wildlife Service, California Department of Fish and Wildlife, or the Regional Water Quality Control Board may request a site visit to verify field conditions. One site visit and six virtual meetings are included in this scope of work.

This task also includes budget for project management, administration, and communication with the client.

Task 3 Wetland/Riparian Mitigation Plan

Depending on the extent of impacts identified during the wetland/waterway delineation, a mitigation plan may be a necessary component of permit applications. A mitigation plan incorporates information on a proposed mitigation site, a proposal for habitat creation, hydrologic and soil analysis to support the proposed mitigation site, native plant species proposed for planting, maintenance and monitoring schedule, performance criteria for evaluating success of wetland creation efforts, and remediation measures should the performance criteria fail to be achieved. Coordination with the BFS Landscape Architects and the JPA will be required to determine an

appropriate location for mitigation and maintenance options. BFS Landscape Architects and the JPA will be provided with a draft electronic version of the plan for review and comment. A final PDF version will be delivered to BFS Landscape Architects and the JPA for submittal to the U.S. Army Corps of Engineers, California Department of Fish and Wildlife and/or Regional Water Quality Control Board as part of the permit application packages.

Task 4 U.S. Army Corps of Engineers Section 404 Nationwide Permit

This task includes preparation of the Section 404 permit application package, including all required maps, figures, photographs, and other attachments. Coordination with BFS Landscape Architects will be required to determine the area within the ordinary high-water mark and wetland boundaries that may be impacted by the proposed projects and to obtain details regarding construction methodology/plans. The wetland/waterways delineation and wetland/riparian mitigation plan are necessary parts of this application. A draft electronic version of the application package will be provided for review and comment. An electronic application package will then be produced and submitted to the U.S. Army Corps of Engineers. A JPA representative will need to sign the application at the time of submittal.

Task 5 California Department of Fish and Wildlife Section 1600 Streambed Alteration Agreement

This task includes preparation of the permit application package, including all required maps, figures, photographs, and other attachments. Coordination with BFS Landscape Architects will be required to determine the area of riparian vegetation that may be impacted by the proposed project and to obtain details regarding construction methodology/plans. The wetland/waterways delineation and wetland/riparian mitigation plan are necessary parts of this application. A draft electronic version of the application package will be provided for review and comment.

Online notification is required for Streambed Alteration Agreements, and the applicant will need to create an account for the Environmental Permit Information Management System (EPIMS) Permitting Portal. Once the account has been created, login information can be shared with EMC Planning Group and the application will be uploaded. A JPA representative will need to sign the application at the time of submittal and provide the permit application fee (not included in the attached budget).

The 2023 permit fee is \$6,236.00 for a standard agreement when the overall project cost is \$350,000 or more.

Task 6 Regional Water Quality Control Board Section 401 Water Quality Certification

This task includes preparation of the permit application package, including all required maps, figures, photographs, and other attachments. Coordination with BFS Landscape Architects will be required to determine the area within the top of bank that may be impacted by the proposed project and to obtain details regarding construction methodology/plans. The wetland/waterways delineation and wetland/riparian mitigation plan are necessary parts of this application. A draft electronic version of

the application package will be provided for review and comment. An electronic application package will then be produced and submitted to the Regional Water Quality Control Board. A JPA representative will need to sign the application at the time of submittal and provide the permit application fee (not included in the attached budget).

Permit fees are dependent on the amount of dredge and fill proposed. 2023 fees are \$24,366 per acre.

Data Needs/Assumptions

The following data needs/assumptions were identified during preparation of this scope of work:

- BFS Landscape Architects (or engineers provided by the JPA) will coordinate with EMC Planning Group and/or the permitting agencies to provide the detailed mapping and construction methodologies required as part of the permit applications.
- Impact areas for each of the projects within 25 feet of aquatic features will be provided to EMC Planning Group prior to the field work proposed in Task 1.

Budget and Schedule

Please see the attached budget spreadsheet for an estimate of costs associated with obtaining the required agency permits. The schedule to obtain these permits is approximately 8-12 months. Many of these tasks can occur concurrently and begin immediately, but will require significant back-and-forth with BFS Landscape Architects and the agencies. Response and review times vary from agency to agency, and out of EMC Planning Group's control. All efforts to respond to agency questions and requests in a timely manner will be made.

Laguna Grande Trail Maintenance Strategy Permitting Budget

Task	EMC Planning Group Inc.							Total Hours	Total Cost
Staff	Senior Principal	Associate Planner	Principal Biologist	Senior Biologist	Graphics	Admin./ Production			
Billing Rate (Per Hour)	\$275.00	\$165.00	\$210.00	\$170.00	\$140.00	\$115.00			
A. Coastal Development Permit Applications									
Task 1 Administration and Management	2.0	20.0	0.0	0.0	0.0	1.0	23.0	\$3,965.00	
Task 2 Application Packages	2.0	32.0	4.0	0.0	8.0	2.0	48.0	\$8,020.00	
Task 3 Respond to City/Coastal Commission Comments	1.0	16.0	8.0	0.0	0.0	1.0	26.0	\$4,710.00	
Task 4 Attend Public Hearings (4)	0.0	24.0	0.0	0.0	0.0	0.0	24.0	\$3,960.00	
Subtotal	5.0	92.0	12.0	0.0	8.0	4.0	121.0	\$20,655.00	
B. Resource Agency Permit Applications									
Task 1 Wetland Delineation and Report	2.0	0.0	6.0	48.0	4.0	1.0	61.0	\$10,645.00	
Task 2 Project Team and Regulatory Agency Coordination	4.0	0.0	24.0	10.0	2.0	0.0	40.0	\$8,120.00	
Task 3 Wetland/Riparian Mitigation Plan	2.0	0.0	8.0	32.0	4.0	1.0	47.0	\$8,345.00	
Task 4 U.S. Army Corps of Engineers Section 404 Nationwide Permit	2.0	0.0	8.0	32.0	2.0	0.0	44.0	\$7,950.00	
Task 5 California Department of Fish and Wildlife Section 1600 Streambed Alteration Agreement	2.0	0.0	8.0	40.0	2.0	0.0	52.0	\$9,310.00	
Task 6 Regional Water Quality Control Board Section 401 Water Quality Certification	2.0	0.0	8.0	32.0	3.0	0.0	45.0	\$8,090.00	
Subtotal	14.0	0.0	62.0	194.0	17.0	2.0	289.0	\$52,460.00	
Subtotal (Hours)	19.0	92.0	74.0	194.0	25.0	6.0	Total Hours	Total Cost	
Subtotal (Cost)	\$5,225.00	\$15,180.00	\$15,540.00	\$32,980.00	\$3,500.00	\$690.00	410.0	\$73,115.00	

Additional Costs	
Production Costs	\$0.00
Travel Costs	\$50.00
Postal/Deliverables	\$0.00
Miscellaneous	\$0.00
Administrative Overhead 15%	\$7.50
Total	\$57.50

Total Costs	\$73,172.50
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NOTE: This proposal is valid for 90 days

Scope of Services

Laguna Grande Regional Park Maintenance Strategy Plan Permitting
December 15, 2023



PROJECT DESCRIPTION

The Laguna Grande Regional Park Maintenance Strategy Plan defines the trails and vegetation maintenance operations for Laguna Grande Regional Park. For purposes of this proposal, the Laguna Grande Regional Park Trail and Vegetation Maintenance Strategy dated February 28, 2022 and the Mitigated Negative Declaration for Laguna Grande Trail and Vegetation Maintenance Strategy dated December 5, 2022 were utilized.

This proposal contains two parts: BFS Landscape Architects' scope for permitting documentation plan development that will provide adequate definition of project elements as needed to obtain necessary permits (Fish and Wildlife, Regional Water Quality, Coastal) and EMC Planning Group's attached scope.

1.0 PERMITTING DOCUMENTATION

1.01 **PROJECT MANAGEMENT.** This task includes project contract execution, preparation of project, and contract files.

1.02 **PERMITTING DOCUMENTATION PLAN DEVELOPMENT.**

- 1.02.1 Attend Project start up meeting. Review project program, schedule, and agency conditions with EMC Planning Group (environmental analysis subconsultant) and the JPA.
- 1.02.2 Prepare site plan in CAD, based on the plan from the Laguna Grande Regional Park Trail and Vegetation Maintenance Strategy dated February 28, 2022 and in accordance with the Mitigated Negative Declaration for Laguna Grande Trail and Vegetation Maintenance Strategy dated December 5, 2022. Coordinate sheet set up with project team.
- 1.02.3 Prepare permitting documentation plans for the JPA's review, including:
 - Digitalization of the maintenance strategy plan and plan notes
 - Property overview and key map index coversheet (1 sheet)
 - Site construction plan with construction legend & notes (3 sheets)
 - Limited site detailing, including photo images (1 sheet)
 - Restoration planting plan, including areas of vegetation removal, mitigation, and revegetation (3 sheets)
- 1.02.4 Prepare Preliminary Estimate of Probable Construction Cost.
- 1.02.5 Coordinate with and provide support to EMC to provide a complete permit submittal package.
- 1.02.6 Review the permit submittal package with the JPA and EMC. Prepare meeting summary notes.
- 1.02.7 Participate in (2) additional coordination meetings with the JPA & EMC for a maximum of (3) rounds of revisions and responses. Meetings to be in Monterey or held via shared-screen conference calls. Prepare meeting summary notes.

ADDITIONAL SERVICES

Any additional surveying, presentations, drawings, or documents not identified in the Scope of Services will be considered additional services. Additional services are provided only as authorized and on an hourly basis unless otherwise approved.

EXCLUSIONS

The following are excluded from our scope of services.

1. Site Survey.
2. Geotechnical Survey / Report.
3. Tree survey / Arborist Report.
4. Demolition, Grading, and Drainage Plans.
5. Storm Water Pollution Prevention Plan (SWPPP).
6. Structural Engineering.
7. Paving base and sub-grade design.
8. Electrical Engineering including PG&E application.
9. Utility Engineering.
10. Estimated Water Use / Water Demand Statement Calculations.
11. ADAAG (Accessible route) / Signage Plan.
12. Off-site improvements.
13. Specifications.
14. Additional meetings beyond scope tasks.

-END -

COMPENSATION

1.0	PERMITTING DOCUMENTATION.....	\$16,120
	REIMBURSABLE EXPENSES BUDGET	\$500
TOTAL	\$16,620

HOURLY RATES AND REIMBURSABLE EXPENSES: See attached Standard Schedule of Compensation dated January 2024. All costs for photography, printing, special delivery, insurance certificate charges, horticultural soils analysis, City business licenses and fees, consultant services, and all other costs directly related to the project would be billed as a reimbursable expense at our cost plus a fifteen percent administration charge.

Attachments: Standard Schedule of Compensation, dated 01/2024.

Notice: Landscape Architects are regulated by the State of California. Any questions concerning a Landscape Architect may be referred to the Landscape Architects Technical Committee at: Landscape Architects Technical Committee, 2420 Del Paso Rd, Unit 105, Sacramento, CA 95834 (916) 575-7230.

Standard Schedule of Compensation

January 2024



GENERAL

The following list of fees and reimbursable expense items shall be used in providing services within our agreement and may be annually adjusted, upon issuance of an updated Standard Schedule of Compensation:

Principal	\$225/hour
Associate Principal	\$210/hour
Associate	\$195/hour
Project Manager	\$175/hour
Assistant Project Manager	\$164/hour
Designer	\$144/hour
Assistant Designer	\$123/hour
Design/Graphics Intern	\$46/hour
Word Processor/Clerical	\$87/hour

ADDITIONAL SERVICES

Any additional presentations, drawings or documents not identified in the Scope of Services will be considered additional services. Additional services are provided only with prior authorization and on an hourly basis unless otherwise approved.

REIMBURSABLE EXPENSES

All costs for printing and plotting, special delivery, mileage, and other costs directly related to the project will be accounted as a reimbursable expense at our cost plus a fifteen percent administration charge.

RESOLUTION NO. 24-XX

A RESOLUTION OF THE LAGUNA GRANDE REGIONAL PARK JOINT POWERS AGENCY

APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH BELLINGER FOSTER STEINMETZ FOR THE TRAIL MAINTENANCE STRATEGY TO INCLUDE OBTAINING THE NECESSARY PERMITS REQUIRED TO START THE WORK IDENTIFIED IN THE PROJECT AUTHORIZING THE CONTRACT VALUE TO BE INCREASED BY EIGHTY NINE THOUSAND SEVEN HUNDRED NINETY TWO DOLLARS AND FIFTY CENTS (\$89,792.50) TO BE FUNDED BY THE MONTEREY PENINSULA REGIONAL PARK DISTRICT (\$29,930.83), CITY OF SEASIDE (\$29,930.83), AND THE CITY OF MONTEREY (\$29,930.83)

WHEREAS, the existing Laguna Grande Regional Joint Power Agency desires to continue its work on implementing the trail maintenance strategy for Laguna Grande Park and pursue obtaining the necessary permits; and

WHEREAS, the permits are needed before any work in conjunction with the trail maintenance strategy before commencement of the project; and

WHEREAS, Bellinger Foster Steinmetz already had the permitting included in the original contract as an additional services; and

WHEREAS, the project requires additional funding from the JPA members; and

NOW, THEREFORE, BE IT RESOLVED, that the Laguna Grande Regional Joint Powers Agency:

1. Amends a contract to Bellinger Foster Steinmetz for \$89,792.50 to obtain the necessary permits required to start the work identified in the trail maintenance strategy for Laguna Grande Regional Park funded by the Monterey Peninsula Regional Park District (\$29,930.83), the City of Seaside (\$29,930.83), and the City of Monterey (\$29,930.83)
2. Authorizes the City of Seaside to collect the funds from the member agencies and to pay the contractor on behalf of the JPA when payments is due; and

3. Authorizes the JPA Chair to sign the amended agreement with the contractor upon confirmation that the funding has been deposited with the City of Seaside by all entities.

PASSED AND ADOPTED at a regular meeting of the Laguna Grande Joint Powers Agency duly held on the 12th day of February by the following vote:

AYES:	MEMBERS
NOES:	MEMBERS
ABSENT:	MEMBERS
ABSTAIN:	MEMBERS

APPROVED:

JPA Chair

ATTEST:

City Clerk thereof



LAGUNA GRANDE REGIONAL JOINT POWERS AGENCY

AGENDA REPORT

ITEM: 5.B.

TO: Agency Members

FROM: Dan Meewis, Recreation Director

DATE: February 12, 2024

SUBJECT: **ADOPT A RESOLUTION CODIFYING A REGULAR MEETING CADENCE WHICH WILL TAKE PLACE ON THE SECOND MONDAY OF THE FIRST MONTH OF EACH QUARTER**

PURPOSE & RECOMMENDATION

It is recommended that the board adopts a regular meeting cadence for the second Monday of the first month of each quarter.

BACKGROUND

At the November 14, 2023, Laguna Grande Joint Powers Agency (JPA) meeting, the board approved setting up a cadence of regularly scheduled quarterly meetings. Based on that approval, the meetings dates in 2024 would be as follows:

January 18, 2024
April 8, 2024
July 8, 2024
October 14, 2024

The January 18, 2024, meeting was rescheduled to February 12, 2024. The regular cadence would begin with the April 8, 2024, meeting. However, the JPA would also be able to schedule special meetings on an as-needed basis.

ATTACHMENTS

1. Resolutuion - JPA Meeting schedule

RESOLUTION NO. 24-XX

A RESOLUTION OF THE LAGUNA GRANDE REGIONAL PARK JOINT POWERS AGENCY

CODIFYING A REGULAR MEETING CADENCE WHICH WILL TAKE PLACE ON THE SECOND MONDAY OF THE FIRST MONTH OF EACH QUARTER.

WHEREAS, the existing Laguna Grande Regional Joint Power Agency desires to set a regular meeting cadence for the benefit of the public; and

WHEREAS, in order to provide a better opportunity for more effective public participation it was approved by the Board to set regular a regular meeting cadence; and

WHEREAS, meetings will be held on the second Monday of the first month in each quarter; and

WHEREAS, it is now desired to provide that Regular meeting dates and start times may be set by resolution; and

NOW, THEREFORE, BE IT RESOLVED, that the Laguna Grande Regional Joint Powers Agency codify its regular meeting cadence of the second Monday of the first month of each quarter.

PASSED AND ADOPTED at a regular meeting of the Laguna Grande Joint Powers Agency duly held on the 12th day of February by the following vote:

AYES: MEMBERS
NOES: MEMBERS
ABSENT: MEMBERS
ABSTAIN: MEMBERS

APPROVED:

JPA Chair

ATTEST:

City Clerk thereof



LAGUNA GRANDE REGIONAL JOINT POWERS AGENCY

AGENDA REPORT

ITEM: 5.C.
TO: Agency Members
FROM: Dan Meewis, Recreation Director
DATE: February 12, 2024
SUBJECT: **LAGUNA GRANDE REGIONAL PARK COMMUNITY TOWN HALL FINDINGS**

PURPOSE & RECOMMENDATION

it is recommended that the Board receive the presentation on the findings of the Community Town Hall that was held at Cassanova Oak Knolls on January 17, 2024, as part of the Laguna Grande Regional Park Joint Powers Agency (JPA) outreach program.

BACKGROUND

As part of the North District Environmental Education Coalition, the cities of Monterey and Seaside, and Monterey Peninsula Regional Park District (MPRPD) staff held a Community Town Hall event as part of the Laguna Grande Regional Park (JPA) outreach program. JPA Board members Dave Pacheco, and Kevin Raskoff, as well as MPRPD Board of director Monta Potter, and Mayor Williamson from Monterey joined the approximately twenty-five attendees to provide feedback and to gain a better understanding of the public needs and interests of programming in the park. Staffing for the event included Spanish translation and other volunteers to facilitate an inclusive event for all to share ideas.

Working collaboratively, the agency representatives staff provided presentations, feedback boards, and public comment sessions on preferred programs and activities. Staff will provide highlights from the Community Town Hall forum as well as 2024 spring/summer programs that are being developed throughout the cities and in the

Let's Go Outdoors! Guide.

ATTACHMENTS

None
