

**COUNTY OF MONTEREY ENTITLEMENT AREA
 FY 2013-14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

PUBLIC FACILITY/INFRASTRUCTURE PROJECT PROPOSAL

CAREFULLY READ THE ACCOMPANYING NOFA AND PUBLIC FACILITY PROPOSAL INSTRUCTIONS AND ANSWER ALL QUESTIONS AS SPECIFICALLY AS POSSIBLE.

A. APPLICANT INFORMATION

1. Legal Name of Organization: *City of Del Rey Oaks*
2. Mailing Address: *650 Canyon Del Rey Rd.*
 City: *Del Rey Oaks* Zip: *93940*
3. Executive Director Name & Title: *Daniel Dawson, City Manager*
4. Organization's Website Address: *www.delreyoaks.org*
5. Organization's **DUNS #:** **004948295** and **Tax Payer ID #:** *94-6019186*
6. Contact Person Name & Title for **Project** Questions: *Karen Minami, Deputy City Clerk*
 a. Phone: *831.394.8511* FAX: *831.394.6421*
 b. E-mail Address: *kminami@delreyoaks.org*
7. Contact Person Name & Title for **Financial** Questions: *Karen Minami, Deputy City Clerk*
 a. Phone: *831.394.8511* FAX: *831.394.6421*
 b. E-mail Address: *kminami@delreyoaks.org*
8. Type of Project: *A.D.A. Improvement to City Hall*

a. Please identify the type of facilities

<input type="checkbox"/> Parks and Recreation Facilities	<input type="checkbox"/> Libraries	<input checked="" type="checkbox"/> Civic Centers
<input type="checkbox"/> Streets and Sidewalks	<input type="checkbox"/> Infrastructure (Please specify, e.g. drainage)	<input type="checkbox"/> Other Facilities (please specify, e.g., streetlights)

b. Please identify the type of improvements

<input type="checkbox"/> Acquisition	<input type="checkbox"/> New Construction	<input type="checkbox"/> Expansion
<input type="checkbox"/> Rehabilitation/Improvement	<input checked="" type="checkbox"/> ADA Improvements	

9. Number of Low/Mod Beneficiaries to be Served by the Project: 243

Cost-per-Beneficiary for this project (CDBG Request/CDBG Beneficiaries) = \$100.67

10. Title of Proposed Project: ADA Improvements to City Hall

a. Address/Service Area of Project: 650 Canyon Del Rey Rd, Del Rey Oaks CA 93940

b. Amount Requested for this Project: \$ 24,463.00

c. Amount of Leveraged Funds Available for this Project: \$ 0

d. Total Project Cost (all sources) \$24,463.00

*Note: These amounts should equal the amounts in the Section E. Development Budget/Leveraging.

B. PROJECT INFORMATION

Answer each of the following questions regarding your project. You may use more than the space provided for each question, but **the complete response for Section B, Questions 1 – 6, is not to exceed three pages.**

1. NEED

Indicate the applicable CDBG program national objective that your project activity addresses.
Enter 1, 2, or 3 here: 1

1. Benefit low- and moderate-income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

Check if the proposed activity will:

Help prevent homelessness?
 Help those with HIV or AIDS?

Help the homeless?
 Help the disabled?

In 500 words or less, provide a concise description of the proposed project. Indicate how it will address the priority need indicated above. Provide data such as demographics, reports, and/or other information to document the need for your specific project in the Entitlement Area.

The City of Del Rey Oaks City Hall is located in the heart of a small community of 1624 residents, with an amazing green belt of City Parks on one side and a busy State Highway on the other. This unique community is located between two of the largest cities on the Monterey Peninsula; the City of Monterey and the City of Seaside. Del Rey Oaks has been incorporated for 60 years and will forever be its own little city. The City Hall building is used for all of the Cities functions, including monthly City Council and Planning Commission meetings, as well as any City related workshops or functions. Del Rey Oaks City Hall is a Monterey County Elections polling location. The City Hall building encompasses the City Clerk's, City Manager's, and Mayor's offices, as well as the Police Department. The City Hall is often referred to as a "one stop shop", because anything a resident will need can be found at City Hall. The City Hall ADA rehabilitation project will allow our handicapped residents to utilize City services without any limitations.

The order of operation for the improvements will include the following: Van parking space next to building with ramp, police phone on wall outside city hall front door to be lowered to accommodate residents in wheel chairs, front doors with button to enter and exit, the primary use is public meeting

room, which in this case is the council chamber and a ramp to the dais and a lower podium is needed, the secondary use is service from staff: a 3 feet wide counter at both the clerk's and Police Department windows (this will be part of transition plan and until time of completion, staff will assist residents in the council chamber), restrooms to be remodeled to accommodate wheel chair and handicapped accommodations. This project will benefit, according to the 2000 U.S. Census report, at least 243 Del Rey Oaks residents. It will also benefit non residents that come into the City Clerk's office for business licenses', park rental, RV rental payments and permits, as well as for Police Department assistance. The City Manager will oversee the implementation and budget of the project with the assistance from the Deputy City Clerk. The goal of this project is to accommodate residents that aren't presently able to utilize our services and it will only add to our reputation as a small city that strives on excellent service.

HUD requires that all rehabilitation projects must have written, adopted rehabilitation standards. If a rehabilitation project, submit a copy of your adopted rehabilitation standards. Please specify if your project is targeted for the entire Entitlement Area, or specifically for Del Rey Oaks, Gonzales, or the unincorporated County areas.

-The project is specifically for the City of Del Rey Oaks and the City adopted the building standards based on the Chapter 11 of the 2010 California Building Code and ANSI 117 at the December 28, 2010 Del Rey Oaks City Council Meeting. (Please see attached Ordinance #271)

2. PERFORMANCE MEASUREMENTS / OUTCOMES

The three program performance **outcome** categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). **Please check only one box on this page that best applies to your project's outcomes and objectives.**

Outcome 1. Availability/Accessibility

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low- and moderate-income people, including persons with disabilities.

Objective:

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

Outcome 2. Affordability

This outcome applies to proposals which provide affordability in a variety of ways in the lives of low- and moderate-income people.

Objective:

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

Outcome 3. Sustainability/Promoting Livable or Viable Communities

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low-and moderate-income people or by removing or eliminating slums or blighted areas.

Objective:

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

If this is a new project, describe how you will reach out to these beneficiaries? N/A

How will people or conditions in the community change as a result of what you do?

-When Del Rey Oaks City Hall is ADA complaint, handicapped residents can attend City Meetings, City functions, utilize City Clerk and Police Department Service without limitations.

How will you measure the effectiveness or impact of your project in meeting the needs of the persons assisted with these HUD funds?

-The City will put a questionnaire on the City website to review the work that will be done at City Hall and how it affects our residents, upon completion.

3. COST

As required by the Federal Office of Management and Budget (OMB) and HUD, describe how the overall project budget is cost effective and reasonable for the anticipated result.

-The City of Del Rey Oaks has two general contractors on staff and we will utilize their skills to do most of the proposed work during the City Hall remodel. The City Manager and Deputy City Clerk both have a back ground in construction and there isn't a need to hire a person to manage the remodel. We will most likely need to apply for additional funds, in order to complete all of the needed modifications to City Hall.

4. TIMELINESS/PROJECT READINESS

Identify the person(s) responsible for overall program administration and financial management of the activity. Indicate how many years of experience they have managing CDBG or other HUD programs.

-Karen Minami: Current Del Rey Oaks Deputy City Clerk will be responsible for the program, she has been with the City for 9 years and before that, she had 10 years experience in property rehabilitation and management (Non-HUD properties)

Identify all other persons involved in the delivery of services for this activity, noting whether these positions are current or pending this award.

-Joe Johnson: Current Del Rey Oaks Public Works will be involved in the construction. He has been with Del Rey Oaks for 8 years and a General Contractor for 5 years.

Discuss the timeline for the project including dates for start and completion and other significant stages such as hiring staff or securing a site, as applicable to your project. Indicate if this project is ongoing in nature.

-There will be no need to hire staff or to secure a sight. This project will be ongoing, starting in August 2013 and to be completed by June 2014. The priority will be the parking and the entry of City Hall and if funding allows we will be able to accomplish the restrooms and service counters.

5. MANAGEMENT AND PAST EXPERIENCE

Describe your organization's experience. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

-The City of Del Rey Oaks has applied for and received several grants.

As part of a 2008 California Parks Grant, Old Town Hall and Park Restrooms were able to be retrofitted with ADA requirements. As part of a 2010 California Energy Commission Grant, double pane energy efficient windows were 100% funded and installed throughout City Hall. As part of a 2012 Cal-Recycle Grant, \$149,403.00 worth of Tire-Derived Product was granted for future funding in 2013.

6. COLLABORATION

Identify any other agencies/partners in this activity and define the roles and responsibilities of these partners.

-City of Monterey Building and Planning Check Division will be utilized during the planning and building inspections of the remodel.

If you have no collaborative partners explain how you propose to coordinate your services with other community agencies in order to leverage resources.

7. PROPERTY INFORMATION

Complete applicable items for all public facility and infrastructure projects (including acquisition, rehabilitation, and demolition).

Who (agency name) is the legal owner of the property? *City of Del Rey Oaks*

If you are pursuing site control, please present the timeline to obtain firm site control. *N/A*

Who (agency name) will be the final owner of the property? *City of Del Rey Oaks*

Square footage of proposed building or building addition: *Existing City Hall square feet is 4125*

Square footage of construction site parcel: *The City Hall site parcel is 438,649 square feet*

Length of improvements if street, water, or sewer project: *N/A*

Service capacity of existing facility: *65*

Improved capacity of the facility: *The improvement will not affect the capacity of the facility*

Age of structure: *Build in 1953* Historic status: *N/A*

8. FAIR LABOR STANDARDS ACT COMPLIANCE

Construction projects over \$2,000 are subject to Davis-Bacon Prevailing Wage reporting regulations. If applicable to your project, answer the following questions:

Who (person) will administer your Davis-Bacon compliance? *Daniel Dawson*

Prior Related Experience: *Yes*

Phone number: *831.394.8511*

Fax Number: *831.394.6421*

E-mail Address: *citymanager@delreyoaks.org*

9. IMPLEMENTATION SCHEDULE - Attach a separate page if necessary.

Major Milestones	Month/Year to Begin	Month/Year to End
<i>Van accessible parking spot with a ramp to City Hall front door</i>	<i>Aug. 2013</i>	<i>Oct. 2013</i>
<i>Police Dept phone on the exterior wall to be compliant with A.D.A. standards</i>	<i>Oct. 2013</i>	<i>Nov. 2013</i>
<i>Front doors to be complaint with A.D.A. standards with button to enter and exit</i>	<i>Dec. 2013</i>	<i>Feb. 2014</i>
<i>In Council Chambers, ramp to dais and podium lowered to A.D.A. standards</i>	<i>Feb. 2014</i>	<i>March 2014</i>
<i>Restrooms remodeled to A.D.A. standards</i>	<i>March 2014</i>	<i>June 2014</i>
<i>Service Counters lowered to A.D.A. standards</i>	<i>June 2014</i>	<i>July 2014</i>

10. GEOGRAPHIC BOUNDARIES

Describe the geographic boundaries and census tracts of the neighborhood, community, or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed. ***Map is attached with this application***

11. MAINTENANCE AND OPERATIONS BUDGET

All capital improvements or facilities projects will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. Only applicants requesting funding for proposals for CONSTRUCTION must complete this section.

The City of Del Rey Oaks is responsible for the ongoing maintenance and operations of the facility.

Attach the proposed maintenance and operations budget reflecting both expenditures and revenue (sources and amounts) for a Five-Year service period. HUD program income is the income generated by the use of the facility, less the operating costs associated with generating the income. The County considers utilities, maintenance and general facility maintenance to be operating costs that should be subtracted from revenue to determine program income. A copy of the County of Monterey's Program Income Reuse Policy and Procedures may be requested by sending an e-mail to the County.

An authorized person representing the responsible organization must sign the certification on the next page.

Certification of Maintenance and Operations Budget

The governing body of *City of Del Rey Oaks* a Public, Quasi-Public, or Non-Profit entity, has the financial capacity and is willing to assume the maintenance and operation responsibility and costs associated with the indicated Community Development project. This body has reviewed the proposed operation and maintenance budget stated above and to the best of its ability has determined this budget to be a true and accurate estimate of the annual maintenance and operation costs for the proposed budget.

The following is the name and address of the entity which is proposed to provide maintenance and operation services for the proposed project:

Full Name: *The City of Del Rey Oaks*

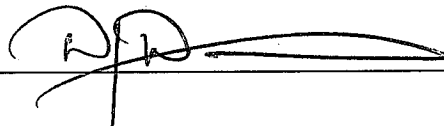
Street Address: *650 Canyon Del Rey Rd.*

City, State, Zip Code: *Del Rey Oaks, CA 93940*

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant Program. Should this project be funded, a formal Maintenance and Operations Contract between the County and entity providing maintenance and operations services shall be written and signed before any funds can be released.

Please note that Community Development Block Grant Funds may not be utilized for ongoing maintenance and operation costs of capital improvements/facilities.

Acknowledged by Authorized Agency Representative:



Title of Authorized Agency Representative: *City Manager*

Date Certification Signed: *12/27/12*

C. HUD REQUIRED BENEFICIARY INFORMATION N/A

1. **Income Eligibility** – Indicate how your organization verifies **income eligibility** of clients.

Be sure to provide the documentation indicated for your selection(s)

<p>Area of Benefit. Project service area has been identified and determined to be statistically low-income based on the 2000 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. (Refer to Census Block Group data provided with the Application Instruction.) <u>Attach a map.*</u></p>	
<p>Income Certification. Clients independently “income-certify” on a membership form, intake form, etc. If you use this method, please <u>attach blank “intake” form.*</u></p>	
<p>Client Document Review. Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please <u>attach worksheet.*</u></p>	
<p>Presumed Beneficiaries. Clients served are <u>primarily and specifically</u> from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. <u>If you use this method, please indicate which group.*</u></p>	
<p>Other. Survey, other documentation (required documentation for other governmental programs, etc.). <u>Please explain on a separate page.*</u></p>	

Note: HUD has not yet released new Low Income data using 2010 Census. Jurisdictions are instructed to use the existing 2000 Census data.

2. **Race and Ethnicity** – The Federal Office of Management and Budget (OMB) required implementation by December 31, 2002, of the data collection standards for federal grant recipients as described in the instructions.

PROVIDE A COPY OF YOUR PROGRAM’S “ELIGIBILITY” (CLIENT INTAKE) FORM.

3. Location of Beneficiaries

Indicate the beneficiaries to be served according to the geographic area to be covered.

Information Requested (For Beneficiaries, indicate "P" for persons or "H" for households)	Total Number of Beneficiaries Estimated to be Served FY 2012-13	Total Number of Beneficiaries Estimated to be Served FY 2013-14	Low/Mod Income Beneficiaries Estimated to be Served FY 2013-14
Gonzales			
Del Rey Oaks	243	243	243
Unincorporated Area			
TOTAL	243	243	243

Answer the following questions, or indicate N/A, about the beneficiaries of this Project

- a. Number of persons with access to a **new** facility or infrastructure that did not previously exist or was not available for this new purpose. *N/A*
- b. Number of persons with access to an **improved** or expanded facility or infrastructure.
243 Del Rey Oaks Residents
- c. Number of beds created in overnight shelter or other emergency housing. *N/A*

D. ORGANIZATIONAL CAPACITY

This section is to be completed by all non-governmental applicants.

HUD Grant Experience for the past **three** years. *N/A*

HUD Grant Program	Purpose of Grant	Date(s) Obtained	Funding Amount

Fiscal Year and Audit Reports

(Attach one copy of your Agency's most recent financial and audit reports.)

What is your agency's fiscal year?	2012-13
Date of your organization's most recently completed audit. (Month/Year)	7/1/10-6/30/11
What fiscal year did this most recent audit include? (Month/Year - Month/Year)	7/1/10-6/30/11
Was this audit conducted in compliance with the Single Audit Act? (Yes or No)	Yes
Are there any outstanding audit findings which remain unresolved? If yes, please attach explanation.	No

Financial Management - Refer to the Application Instructions for a list of mandatory federal requirements for management of CDBG funds.

Organizational Structure

Documents to Be Attached by Non-Profit and For-Profit Organizations	
Articles of Incorporation and Bylaws	<i>N/A</i>
Organization Chart	<i>See attached</i>
List of the Board of Directors	<i>See attached</i>
Non-Profit Determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board (Form 501 (c) 3)	

Insurance Documentation - All applicants, except County of Monterey Agencies, must submit a copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.) **with this application**. If funded, an updated insurance policy will be required with the County of Monterey listed as "additionally insured."

Is this a "faith-based" organization? * Yes or No

*Generally, a faith-based organization was founded or is inspired by faith or religion.

E. DEVELOPMENT BUDGET /LEVERAGING

Projects that receive an award of CDBG funding are often awarded less than the amount originally requested. Discuss below whether your proposed activity could be undertaken with a reduced commitment of funding and, if so, highlight how that would affect the scope of services you are proposing.

-If we are to receive less, of course we would do less. Our services would not be affected. If we receive less then applied, then we would proceed in priority order. As the need arises, we will apply for funds to complete the project.

Identify sources of leveraged funding, including in-kind match, for this activity in the Tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, in-kind amount for volunteers, staff time, etc.).

-The City of Del Rey Oaks isn't able to utilize leveraged funds.

1. Current Year Project Funding

Submit TABLE I - Public Facility/Infrastructure Project FY 2012-13 Adopted Budget Form to provide details specific to a related project from fiscal year 2012-2013 ONLY; NOT the budget for your entire Agency or program. A copy of this file is included at the end of this section. The **Excel File** is available on the Community Development website. If you are requesting funds for a new project, write "New Project" in the space provided for Project in Table I.

2. Anticipated Project Funding

Submit TABLE II - Public Facility/Infrastructure Project FY 2013-14 Proposed Budget Form to provide detail specific to this project ONLY; NOT the budget for your entire Agency or program.

Describe other funding identified for this project and when it will be secured. Indicate the staff person able to answer questions regarding this budget in the space provided for **Budget Estimator**. A copy of this file is included at the end of this section and the **Excel File** is available on the Community Development website.

Briefly describe what this grant will pay for in the text box at the bottom of TABLE II. If your program includes more than one component (i.e. emergency shelter, transitional housing, day care center, job training, transportation), indicate which specific component(s) will be paid for with the requested CDBG funds.

-City of Del Rey Oaks City Hall A.D.A. rehabilitation: parking, ramps, front doors, and restrooms.

3. Project Pro Forma

Attach a project pro forma for construction. If not yet available, please provide ASAP; project will not be considered for approval until it has been received.

N/A

TABLE I - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2012-13 ADOPTED BUDGET

Applicant: _____
 Project: _____

Revenue

	(Specify Source)	Amount	Status*
Source 1:			
Source 2:			
Source 3:			
Source 4:			
Source 5:			
Total Revenue		\$ -	

Status*:

- C = Committed Funds
- P = Funds that have been applied for and decision is pending
- N = Funds that have not yet been requested

Expenses **

Category	\$ Amount
Personnel Wages/Benefits	
Site Acquisition (Including real estate, closing costs, escrow costs, etc.)	
Architectural and Engineering Services	
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	
Off-Site Development Costs (Utilities, roads, access. Please specify):	
Site Preparation Costs (not included in construction contract)	
Construction Labor & Materials (Including Davis-Bacon compliance)	
Project Management	
Other Costs (Please specify):	
Total Expenses	\$ -

Budget Estimator:

Name: _____
 Title: _____
 Phone: _____

** If necessary, you may edit the fields to properly reflect your expense categories.

TABLE II - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2013-14 PROPOSED BUDGET

Applicant: _____
 Project: _____

Revenue

	(Specify Source)	Amount	Status*
Source 1:			
Source 2:			
Source 3:			
Source 4:			
Source 5:			
Total Revenue		\$ -	

Status*:

- C = Committed Funds
- P = Funds that have been applied for and decision is pending
- N = Funds that have not yet been requested

Expenses **

Category	\$ Amount
Personnel Wages/Benefits	
Site Acquisition (Including real estate, closing costs, escrow costs, etc.)	
Architectural and Engineering Services	
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	
Off-Site Development Costs (Utilities, roads, access. Please specify):	
Site Preparation Costs (not included in construction contract)	
Construction Labor & Materials (Including Davis-Bacon compliance)	
Project Management	
Other Costs (Please specify):	
Total Expenses	\$ -

Budget Estimator:

Name: _____
 Title: _____
 Phone: _____

** If necessary, you may edit the fields to properly reflect your expense categories.

Briefly describe what this grant will pay for in the text box below:

F. PRELIMINARY ENVIRONMENTAL REVIEW

Project Information

Project Name	
Assessor's Parcel Number of Project Site. Please provide a Legal Description and location map and attach them to this application.	012-521-004 City of Del Rey Oaks City Hall
Parcel Size	428,649 sq. ft.
Project Type (Check all that apply)	<input type="checkbox"/> New Construction <input type="checkbox"/> Acquisition <input checked="" type="checkbox"/> Rehabilitation <input type="checkbox"/> Other <input type="checkbox"/>
Has this project previously received NEPA environmental clearance? If yes, attach a copy of the Environmental Review.	Yes <input checked="" type="radio"/> No <input type="radio"/> Unknown (Please circle one) Year clearance completed _____

Historic Preservation

Note the year that <u>each</u> of the structure(s) on the parcel was constructed.	1953
Are any of the structures designated or eligible for listing on the National Register or Historic Places?	Yes <input checked="" type="radio"/> No <input type="radio"/> Unknown (Please circle one)
Please indicate how these structures are currently used (i.e., real estate office, residential apartment, etc.).	Government Offices, City Hall
Are any of the structures considered of local historic significance? If yes, cite the source.	Yes <input checked="" type="radio"/> No <input type="radio"/> Unknown (Please circle one)
If any of the structures have been remodeled, please note when the remodeling occurred and which portions of the building were impacted.	Originally built in 1953 for The Seaside Fire Department Remodeled in 1970 into City Hall and Police Department Police Department interior remodel in 2001 Police Department Locker Room built in 2002

Local Land Use Review

What is the local land use authority for this site? (City or unincorporated County)	<i>City</i>
What is the zoning for this parcel? (Contact the local Planning Department)	<i>Government</i>
Is the project's land use consistent with the zoning designation?	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown (Please circle one)
What is the General Plan and/or Area Plan Designation? (Contact the local Planning Depart.)	<i>Government</i>
Is the project's land use consistent with the General Plan and/or Area Plan Designation?	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown (Please circle one)
Please list the local permits required to approve the proposed project (e.g. site approval/conditional use permit, planned development permit, etc).	<i>Building permit only</i>
Have the listed permit applications been initiated? Please note the status of any required permit applications.	<i>No</i>
Has a CEQA environmental document already been prepared for this project by the local Planning Department or is this review in process? If completed, what was the determination (i.e., MND, ND, EIR, etc.)?	<i>N/A-Categorically Exempt, see attached worksheet</i>
Has a NEPA review or an Environmental Assessment for this project already been completed or is this review in process by another agency?	<i>N/A-Categorically Exempt, see attached worksheet</i>

Environmental Compliance Checklist

<p>Please describe the project site, the existing or proposed structures, and the existing land use. Submit one or more photos of the existing site (one set of photos with original application).</p>	<p><i>The existing building has been used for Government purposes since 1953.</i></p>
<p>Has a Phase I Site Assessment Report been completed for this project?</p>	<p>Yes <input checked="" type="radio"/> No <input type="radio"/> Unknown (Please circle one) <i>Categorically Exempt-see attached work sheet</i></p>
<p>Has an Archaeological Phase I Survey been completed for this site?</p>	<p>Yes <input checked="" type="radio"/> No <input type="radio"/> Unknown (Please circle one) <i>Categorically Exempt-see attached work sheet</i></p>
<p>Is the Project located near areas where flammable, explosive, or toxic chemicals are stored or transported? If so, describe.</p>	<p><i>No</i></p>
<p>Please note the land uses surrounding the proposed project site.</p>	<p><i>City Park Land and a State Highway</i></p>
<p>Is the project site within line-of-sight of an arterial roadway or railway? List the name of the road/railroad and the distance to the nearest proposed structure(s) on the site.</p>	<p><i>No</i></p>
<p>Will this project create noise sensitive uses? For instance, is this a new residential project that will house families? If so, have noise attenuation measures been incorporated into the proposed project?</p>	<p><i>No</i></p>
<p>Is the project site located on existing or previously cultivated farmland?</p>	<p><i>No</i></p>
<p>Is the project site in either a 100-year or 500-year floodplain? If so, please describe. (Contact the local Public Works Department for the site's flood zone designation)</p>	<p><i>No</i></p>
<p>Is the project located in or near a wetlands area?</p>	<p><i>No</i></p>
<p>Approximately how far is the project site from the nearest airport?</p>	<p><i>2.6 miles</i></p>

Additional Questions for Rehabilitation of Existing Structures

<p>Describe the rehabilitation activities in detail. Will the existing structure(s) be expanded? Will rehabilitation impact any external elements of the building(s)? To what extent will demolition of existing building structures or elements play a role in the rehabilitation?</p>	<p><i>We are applying to remodel City Hall to accommodate handicapped residents. No external areas of the existing building will be demolished or impacted by the remodel.</i></p>
<p>Have the structure(s) been tested for asbestos, mold, or lead-based paint? If so, will the proposed rehabilitation disturb these substances?</p>	<p><i>No. The proposed rehab will disturb these substances and will have to be eradicated as part of the plan to remodel City Hall.</i></p>

G. AGENCY CERTIFICATIONS

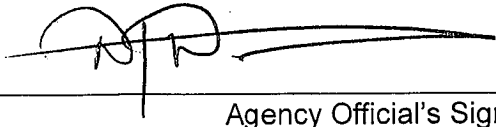
The following certification **must** be completed and signed **by an authorized agency representative** to be further considered for HUD program funding.

The undersigned agency hereby certifies that:

- a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or causes to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].

- b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.
- c. The agency shall comply with all federal and County policies and requirements applicable to the CDBG program as appropriate for the funding if received.
- d. The federal assistance made available through the CDBG program funding is not being utilized to substantially reduce the prior levels of local financial support for community development activities.
- e. If CDBG funds are approved for a facility:
 - i. The agency shall maintain and operate the facility for its approved use for a period of not less than 5 years, unless given specific approval from HUD to do otherwise;
 - ii. To the best of our knowledge, sufficient funds will be available to complete the project as proposed; and
 - iii. To the best of our knowledge, sufficient funds will be available to operate the project for 5 years.

<i>City of Del Rey Oaks</i>	
Name of Agency	
<i>Daniel Dawson, City Manager</i>	
Typed Name and Title of Agency Official	
	<i>12/27/12</i>
Agency Official's Signature	Date of Signature
<i>831.394.8511</i>	<i>citymanager@delreyoaks.org</i>
Telephone Number of Agency Official	e-Mail Address of Agency Official

**CDBG PROGRAM
Project Proposal Checklist
Program Year 2013-14**

Organization: The City of Del Rey Oaks Project: City Hall A.D.A. Rehabilitation

Items to include for this application:

	Check if Included	Application Information / Documentation CDBG Public Facility / Infrastructure Application
		<i>TEA</i>
A	x	Application – Original and three <i>TEA</i> copies
B	x	Application – in Word format sent on CD
C	N/A	Table I – Public Facility / Infrastructure Adopted Budget for FY 2012-13
D	x	Table II – Public Facility / Infrastructure Proposed Budget for FY 2013-14
E	N/A	Project Pro Forma
F	x	Evidence of Insurance Coverage
G	N/A	Program Intake Policies and Procedures and Privacy Notice

Items to include for each organization (Do not duplicate for each application.):

	Check if Included with this Application	Indicate with which Application Item is Included	Organizational Information / Documentation
A	x		Most Recent Audited Financial Statement
B	x		List of Board of Directors and Affiliations (City Council)
C	x		Organizational Chart

PLEASE INCLUDE A COPY OF THIS CHECKLIST WITH YOUR ORIGINAL APPLICATION.

TABLE II - PUBLIC FACILITY / INFRASTRUCTURE PROJECT FY 2013-14 PROPOSED BUDGET

Applicant: Ctiy of Del Rey Oaks
Project: City Hall A.D.A. rehabilitation project

Revenue

	(Specify Source)	Amount	Status*
Source 1:	CDBG funding	\$ 24,463	N
Source 2:			
Source 3:			
Source 4:			
Source 5:			
Total Revenue		\$ 24,463	

Status*:

- C = Committed Funds
- P = Funds that have been applied for and decision is pending
- N = Funds that have not yet been requested

Expenses **

Category	\$ Amount
Personnel Wages/Benefits	\$ 6,913
Site Acquisition (including real estate, closing costs, escrow costs, etc.)	-
Architectural and Engineering Services	500
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	1,532
Off-Site Development Costs (Utilities, roads, access. Please specify):	-
Site Preparation Costs (not included in construction contract)	-
Construction Labor & Materials (Including Davis-Bacon compliance)	15,518
Project Management	-
Other Costs (Please specify)Admin. costs:	-
Total Expenses	\$ 24,463

Budget Estimator:

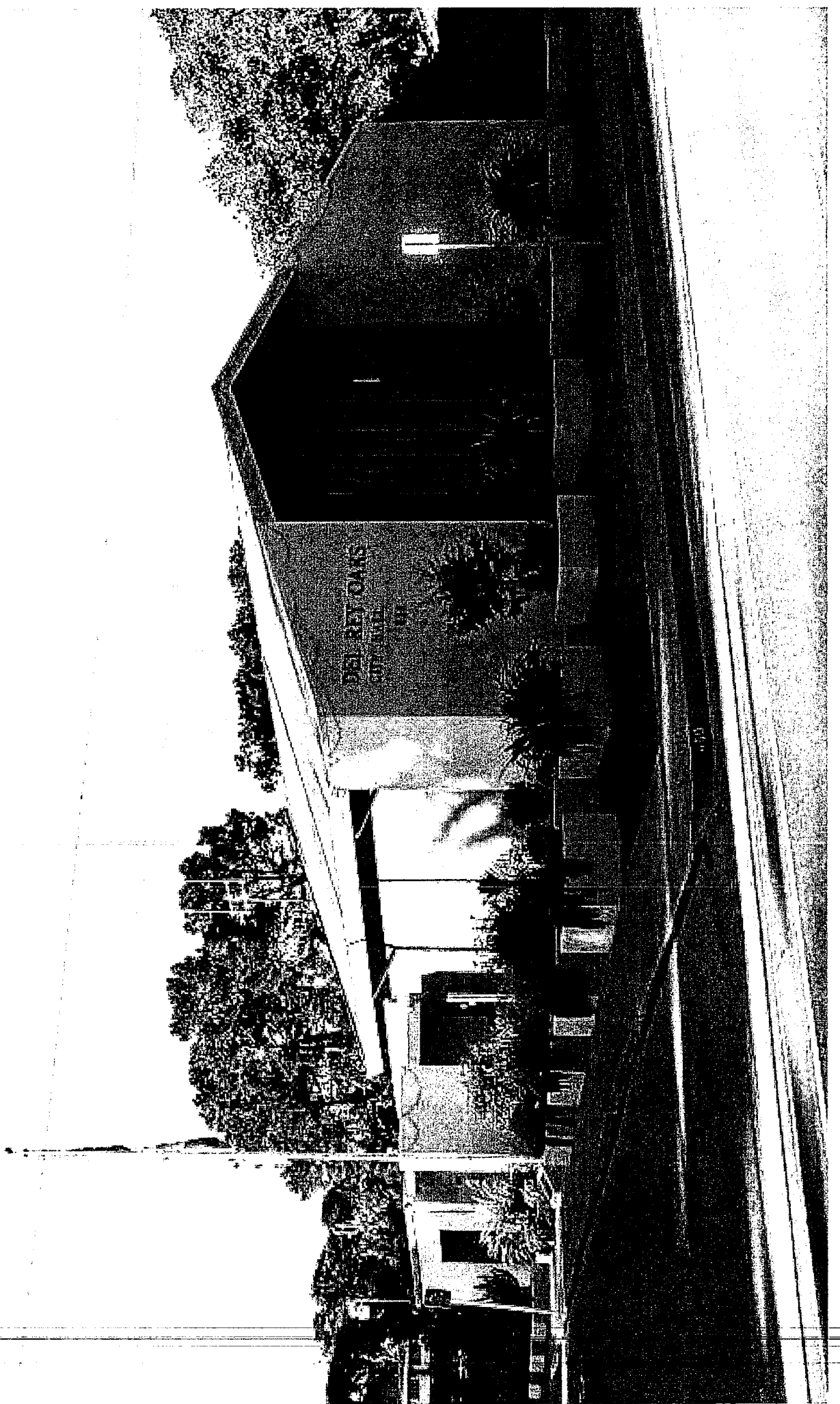
Name: Karen Minami
 Title: Deputy City Clerk
 Phone: 831.394.8511

** If necessary, you may edit the fields to properly reflect your expense categories.

Briefly describe what this grant will pay for in the text box below:

City of Del Rey Oaks City Hall A.D.A. rehabilitation: parking, ramps, front doors, and restrooms.





ORDINANCE NO. 271

AN ORDINANCE AMENDING CHAPTER 15 OF THE DEL REY OAKS MUNICIPAL CODE RELATED TO THE ADOPTION OF THE 2010 CALIFORNIA BUILDING CODE AND RELATED BUILDING CONSTRUCTION CODES, APPENDICES, AMENDMENTS, AND REFERENCED STANDARDS THERETO

WHEREAS, the City of Del Rey Oaks has contracted with the City of Monterey to provide building services, plan check and inspections; and

WHEREAS, the City Council of Del Rey Oaks desires to update its laws pertaining to building safety in Del Rey Oaks by adopting updated standard codes which are consistent with those standard codes implemented and enforced in the City of Monterey; and

WHEREAS, pursuant to Sections 17922, 17958, 17958.5 and 17958.7 of the California Health and Safety Code, the City of Del Rey Oaks may adopt local changes and modifications to the California Building Codes when the City makes findings that the local changes and modifications are reasonably necessary because of the local climatic, geographic, and topographical conditions; and

WHEREAS, the factual findings made in the past continue to be valid and relate to the amendments made to the standard codes in this adoption; and

WHEREAS, the City of Del Rey Oaks has made an environmental finding that the current City of Monterey green building program as compared to title 24, Part 11 also known as Cal Green, is determined to be more restrictive; and

WHEREAS, this Ordinance was found to be categorically exempt from environmental review, per the provisions of Section 15061(b)(3) of the California Environmental Quality Act ("CEQA") of 1970, as amended; and

WHEREAS, the provisions of the 2010 editions of the California Building Code and Appendices I and J, the California Historic Building Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the 2006 International Property Maintenance Code, and the 2010 Existing Building Code, as adopted and amended herein, shall not apply to any building or structure for which application for a building permit was made prior to January 1, 2011. Such buildings or structures shall be erected, constructed, enlarged, altered or repaired in accordance with the provisions of this chapter in effect at the date of said application; and

WHEREAS, all other applications not covered by the previous recital shall be processed in accordance with the provisions of the 2010 editions of the California Building Code and Appendices I and J, the California Historic Building Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the 2006 International Property Maintenance Code, and the 2010 Existing Building Code, all as adopted and amended in this ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF DEL REY OAKS AS FOLLOWS:

SECTION 1. Chapter 15.01 is added to the Del Rey Oaks Municipal Code to read as follows:

Sec. 15.04.010. Building Code.

Except as otherwise amended by Title 15 of this Municipal Code Code, the following model codes are hereby adopted and are incorporated in this chapter by reference and made a part hereof as if fully set forth herein:

1. 2010 CALIFORNIA BUILDING CODE AND APPENDICES I, J;
2. 2010 CALIFORNIA HISTORIC BUILDING CODE;
3. 2010 CALIFORNIA EXISTING BUILDING CODE;
4. 2010 CALIFORNIA RESIDENTIAL CODE;
5. 2010 CALIFORNIA PLUMBING CODE;
6. 2010 CALIFORNIA ELECTRIC CODE;
7. 2010 CALIFORNIA MECHANICAL CODE;
8. 2010 CALIFORNIA FIRE CODE AND APPENDICES A-J
9. 2006 INTERNATIONAL PROPERTY MAINTENANCE CODE

SECTION 2: Chapter 15.04 of the Del Rey Oaks Code is hereby deleted in its entirety and is replaced with the following which shall read as follows:

Sec. 15.04.010. Amendments to California Building Code.

(a) Section 105.3.2 is hereby amended to read as follows:

Section 105.3.2 Expiration of Plan Review. Applications for which no permit is issued within 180 days following the date of the application shall expire, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on written request by the applicant showing that circumstances beyond control of the applicant have prevented action from being taken and the extension has been submitted in writing prior to the expiration date.

If a permit has not been obtained after the first extension, additional extensions of 90 days may be granted provided the applicant submits this request in writing AND pays a fee equal to \$500.00 of the for each requested 90- day extension and the project has not changed in scope.

Exception: If a project has been approved by the City pending an outside agency approval prior to expiration, written extensions will not be required.

(b) Section 105.5 is hereby amended to read as follows:

Section 105.5 Expiration of Permits. Every permit issued by the building official under the provisions of the technical codes shall expire and become null and void, if the project authorized by such permit has

not achieved an approval for one of the required inspections identified in Section 110.3 of the 2010 California Building Code within one year of such permit.

The building official may grant a one-time permit extension of 180 (one-hundred eighty) days provided the applicant submits a request in writing prior to the permit expiration and the project has not changed in scope. Additional extension requests of 90 (ninety) days may be granted by the building official if the request is made in writing, the project has not changed in scope, the project has obtained at least one inspection approval AND the applicant pays a fee of \$1,000 for each ninety (90) day extension.

Before work can commence or recommence under an expired permit, a new permit application must be submitted and permit obtained along with all applicable fees applied for this new project.

All existing projects are subject to this section and will be subject to the conditions listed above.

(c) Section 1505.1.1 is hereby amended to read as follows:

Section 1505.1.1 Real Coverings within ALL Fire Hazard Severity Zones. Any new roof on a new or existing structure, and any re-roofing of an existing structure of 50% or more of the total roof area within a one-year period shall be of a fire retardant roof or class A roof.

Sec. 15.04.020. Amendments to 2010 California Residential Code.

(a) Section R105.3.2 is hereby amended to read as follows:

Section R105.3.2 Expiration of Plan Review. Applications for which no permit is issued within 180 days following the date of the application shall expire, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on written request by the applicant showing that circumstances beyond control of the applicant have prevented action from being taken and the extension has been submitted in writing prior to the expiration date.

If a permit has not been obtained after the first extension, additional extensions of 90 days may be granted provided the applicant submits this request in writing AND pays a fee equal to \$500.00 of the for each requested 90- day extension and the project has not changed in scope.

Exception: If a project has been approved by the City pending an outside agency approval prior to expiration, written extensions will not be required.

(b) Section R105.5 is hereby amended to read as follows:

Section R105.5 Expiration of Permits. Every permit issued by the building official under the provisions of the technical codes shall expire and become null and void, if the project authorized by such permit has not achieved an approval for one of the required inspections identified in Section 110.3 of the 2010 California Building Code within one year of such permit.

The building official may grant a one-time permit extension of 180 (one-hundred eighty) days provided the applicant submits a request in writing prior to the permit expiration and the project has not changed in scope. Additional extension requests of 90 (ninety) days may be granted by the building

official if the request is made in writing, the project has not changed in scope, the project has obtained at least one inspection approval AND the applicant pays a fee of \$1,000 for each ninety (90) day extension.

Before work can commence or recommence under an expired permit, a new permit application must be submitted and permit obtained along with all applicable fees applied for this new project.

All existing projects are subject to this section and will be subject to the conditions listed above.

(c) Section R313.2 is hereby amended to read as follows:

Section R313.2 One-and Two-Family Dwellings Automatic Fire Systems. New one- and two-family dwellings, an automatic residential fire sprinkler system shall be installed, or to which additions, alterations, or repairs are made that involve the removal or replacement to 50 percent or greater of the linear length of walls of the building (exterior plus interior) within a one-year period shall meet the requirements of new construction or this code.

Exception:

(1) One-and two-family dwelling buildings with less than 1500 square feet where an addition will not increase the total square footage to more than 1500 square feet, unless the increase involves a second story (in this case, the 50% linear wall length rule would apply to determine if the project would need an automatic fire sprinkler system).

(d) Section R403.1.3 is hereby amended to read as follows:

Section R403.1.3 Seismic Reinforcing. Concrete footings located in Seismic Design Categories D0, D1 and D2, as established in Table R301.2(1), shall have minimum reinforcement of at least two continuous longitudinal reinforcing bars not smaller than No. 4 bars. Bottom reinforcement shall be located a minimum of 3 inches (76 mm) clear from the bottom of the footing.

In Seismic Design Categories D0, D1 and D2 where a construction joint is created between a concrete footing and a stem wall, a minimum of one No. 4 bar shall be installed at not more than 4 feet (1219 mm) on center. The vertical bar shall extend to 3 inches (76 mm) clear of the bottom of the footing, have a standard hook and extend a minimum of 14 inches (357 mm) into the stem wall.

In Seismic Design Categories D0, D1 and D2 where a grouted masonry stem wall is supported on a concrete footing and stem wall, a minimum of one No. 4 bar shall be installed at not more than 4 feet (1219 mm) on center. The vertical bar shall extend to 3 inches (76 mm) clear of the bottom of the footing and have a standard hook.

In Seismic Design Categories D0, D1 and D2 masonry stem walls without solid grout and vertical reinforcing are not permitted.

Exception: In detached one- and two-family dwellings which are three stories or less in height and constructed with stud bearing walls, isolated plain concrete footings supporting columns, or pedestals are permitted.

(e) Section R902.1.1 is hereby amended to read as follows:

Section R902.1.1 Real Coverings within ALL Fire Hazard Severity Zones. Any new roof on a new or existing structure, and any re-roofing of an existing structure of 50% or more of the total roof area within a one-year period shall be of a fire retardant roof or class A roof.

SECTION 3. Chapter 15.08 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 4. Chapter 15.12 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 5. Chapter 15.16 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 6. Chapter 15.20 of the Del Rey Oaks Municipal Code is hereby deleted in its entirety and is replaced with the following which shall read as follows:

Sec. 15.20.010. Amendments to California Plumbing Code.

(a) Section 710.1 is hereby amended to read as follows:

Section 710.1 In every case where the outlet of a trap for a plumbing fixture is installed or located at an elevation which is less than two feet (2') above the rim of the nearest manhole uphill from the point of connection of the building sewer to the public sewer in any new or existing drainage system, approved types of backwater valve, relief vent and cleanout approved shall be installed in the building sewer at the point of lowest elevation of the ground surface of the building site outside of the building or at such other location as is permitted by the Building Inspector, providing that at any such location, the elevation of the ground surface is not less than two (2') below the lowest trap outlet served by the building sewer.

The installation shall consist of an approved fresh air inlet and a Y branch or combination fitting installed in sequence in the line of flow from the building. The vent from this fresh air inlet shall be piped to the ground surface and capped with a vent cap. Provision shall be made by elevation above the ground or by other means for preventing the obstruction of the vent opening or the flow of water therein. The cleanout shall be placed as close to the valve as is practical and shall be piped to within one foot (1') of the ground surface and closed with an approved cleanout plug. Every existing installation which includes a plumbing fixture trap outlet which is less than two feet (2') above the rim of the nearest manhole uphill from the point of connection of the building sewer to the public sewer is hereby declared to be dangerous, unsanitary and a menace to life, health and property. Whenever it shall come to the attention of the Building Inspector that such an installation exists, he or she is hereby empowered to order and require that such plumbing outlet be immediately plugged or capped, or that the equipment described in the preceding paragraph of this section be installed immediately."

SECTION 7. Chapter 15.24 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 8. Chapter 15.28 of the Del Rey Oaks Municipal Code is hereby repealed in its entirety.

SECTION 9: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 10. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The Del Rey Oaks City

Council hereby declares that it would have passed this ordinance, and each and every section, subsection, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 11. The City Clerk of the City of Del Rey Oaks is hereby directed to cause the following summary of this ordinance to be published by one (1) insertion in the Herald, a newspaper of general circulation circulated in the City of Del Rey Oaks and hereby designated for that purpose by the Council of Del Rey Oaks:

Title 15 of the Del Rey Oaks Municipal Code is hereby amended with regard to updates to the Building Code, the California Historic Building Code, the California Existing Building Code, the California Residential Code, the California Plumbing Code, the California Electrical Code, the California Mechanical Code, the California International Property Maintenance Code, and the California Fire Code.

SECTION 12. This ordinance shall be in full force and effect on January 27, 2011.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF DEL REY OAKS this 28th day of December, 2010, by the following vote:

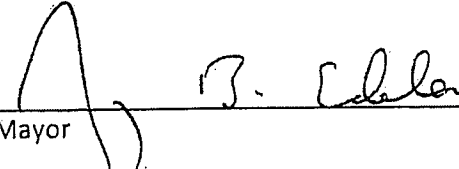
AYES: Council Members Clark, Zuccaro, Cecilio, Allion and Mayor Edelen

NOES: None

ABSTAIN: None


ABSENT: None

APPROVED:

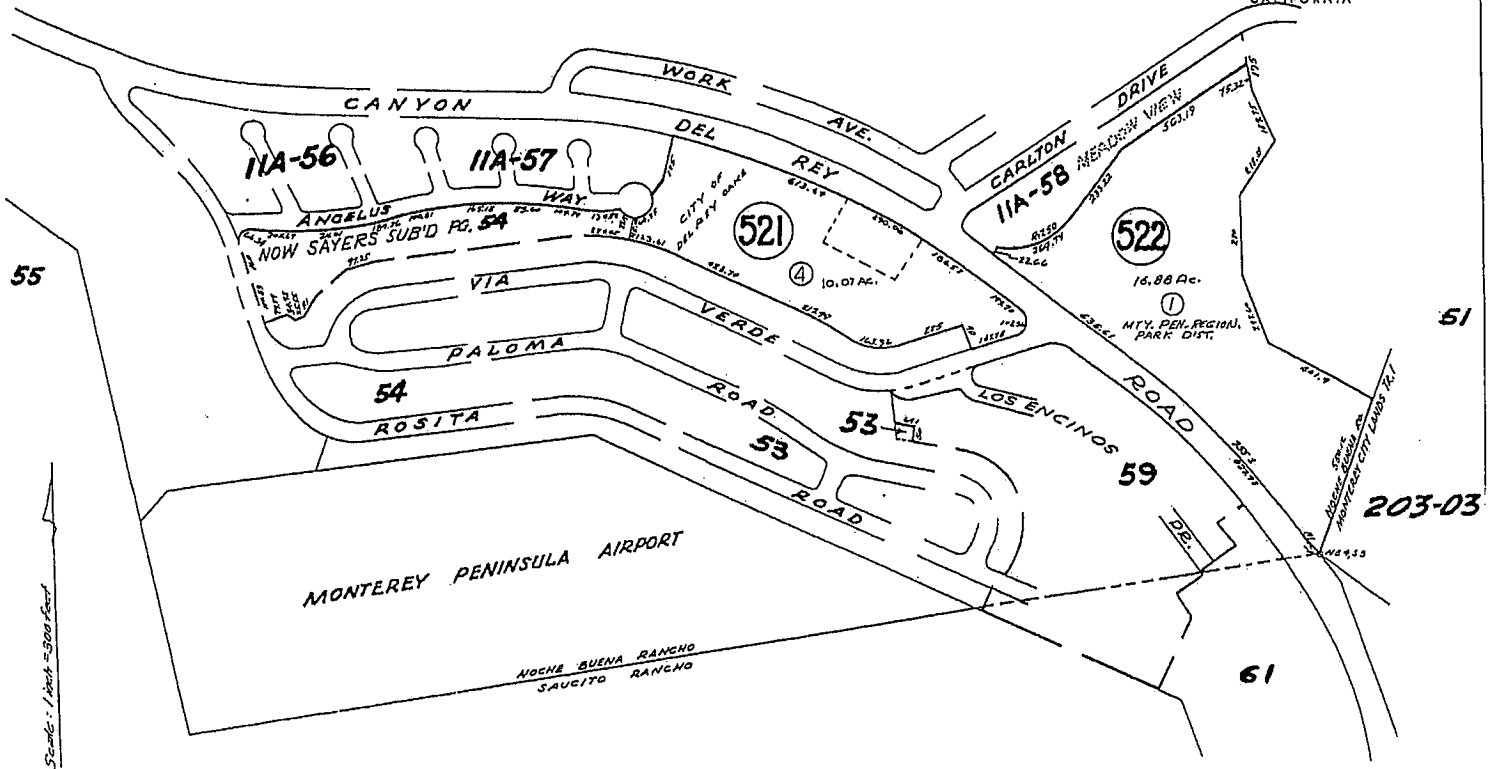


Mayor

ATTEST:



City Clerk



**PART OF LOT 3J
ASSRS. MAP 2
NOCHE BUENA RO.**

*-----: MetroScan / Monterey (CA)

-----*

Owner :City of Del Rey Oaks City Hall
Site :650 Canyon Del Rey Blvd Del Rey Oaks 93940
Mail :650 Canyon Del Rey Blvd Del Rey Oaks Ca 93940
Use :7A Misc, Publicly Owned, Non-Taxable
Bedrm: Bath: TotRm: YB: Pool:

Parcel :012 521 004 000
Xfered :
Price :
Phone :
BldgSF: Ac:10.07

LOT SQ. FT. 438,649

LOT ACRES. 10.07

WILLIAMSON: NO

STATUTORY WORKSHEET

[HUD Region IX Recommended Format -Revised 2011- previous versions are obsolete]

Use this worksheet only for projects that are Categoricaly Excluded per 24 CFR Section 58.35(a).

(Note: Compliance with the laws and statutes listed at 24 CFR §58.6 must also be documented).

24 CFR §58.5 STATUTES, EXECUTIVE ORDERS & REGULATIONS

PROJECT NAME and DESCRIPTION - Include all contemplated actions that logically are either geographically or functionally part of the project:

ADA Renovations - City Hall

Design ADA improvements to City Hall and to construct ADA improvements in the Council Chambers, City Hall, Police Department and public restrooms. Improvements include but are not limited to such items as ramps, railings, doors and doorways, restrooms, signage and fixtures.

This proposal is determined to be categorically excluded according to: **24 CFR 58.35(a)3.iii**

DIRECTIONS - Write "A" in the Status Column when the proposal, by its scope and nature, requires no mitigation or formal consultation in order to be in compliance with the related laws and regulations; OR write "B" if the project triggers formal compliance consultation procedures with the oversight agency, or requires mitigation. Regardless of whether "A" or "B" is noted, the compliance determination must be recorded and credible, traceable and supportive source documentation must be supplied. (Refer to the "Statutory Worksheet Instructions".)

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR §58.5	Status A / B	Compliance Determination & Documentation
Historic Preservation [36 CFR Part 800]	A	City Hall is not identified as a local or national historic resource. Source: City of Del Rey Oaks General Plan, Jan. 1997
Floodplain Management [24 CFR 55, Executive Order 11988]	A	City Hall is located in an area with minimum flooding risk. ADA improvements at City Hall will not increase flooding risk. Source: F.E.M.A Map dated April 2009
Wetland Protection [Executive Order 11990]	A	City Hall is not located within the wetland area. Source: Monterey County Assessors Map dated Dec. 2012
Coastal Zone Management Act [Sections 307(c), (d)]	A	City Hall is not located within the Coastal Zone. Source: Monterey County Assessors Map dated Dec. 2012
Sole Source Aquifers [40 CFR 149]	A	City Hall is not located near any sole source aquifers.
Endangered Species Act [50 CFR 402]	A	There are no endangered species in The City of Del Rey Oaks and ADA improvements at City Hall will not impact any endangered or sensitive species. Source: City of Del Rey Oaks General Plan, Jan. 1997

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR §58.5	Status A / B	Compliance Determination & Documentation
Wild and Scenic Rivers Act [Sections 7(b), and (c)]	A	There are no designated Wild and Scenic River in the City of Del Rey Oaks City Hall. Source: http://www.rivers.gov/wildriverslist.html
Clean Air Act - [Sections 176(c), (d), and 40 CFR 6, 51, 93]	A	The City of Del Rey Oaks is located within the Monterey Bay Unified Air Pollution Control District (MBUAPCD). The City Hall ADA project is only a project to improve an existing structure. It is consistent with the General Plan update: Environmental Impact Report. Sources: 1. Monterey Regional Water Unified Air Pollution Control District 2. Monterey County General Plan update: Environmental Impact Report 2002
Farmland Protection Policy Act [7 CFR 658]	A	City Hall is located in a completely urbanized area. There are no farming activities or prime farmland nearby.
Environmental Justice [Executive Order 12898]	A	City Hall is an existing structure. ADA improvements to the City will not adversely impact environmental conditions for low and moderate income persons and minority populations. Improvements to the City Hall will result in beneficial impacts to persons with disabilities.
HUD ENVIRONMENTAL STANDARDS Noise Abatement and Control [24 CFR 51B]	A	ADA improvements to the City Hall will not involve development of noise sensitive uses. Short-term construction noise impacts will result during the duration of the construction period. The City will comply with the requirements of the Noise Ordinance.
Explosive and Flammable Operations [24 CFR 51C]	A	City Hall is an existing structure and is not located near any above-ground explosive or flammable fuels or chemicals containers. ADA improvements at City Hall will not expose an increased number of people to such hazards. Source: Monterey County Hazard Mitigation Plan 2007

Compliance Factors: Statutes, Executive Orders, and Regulations listed at 24 CFR §58.5	Status A / B	Compliance Determination & Documentation
Hazardous, Toxic or Radioactive Materials & Substances [24 CFR 58.5(i)(2)]	A	City Hall is free of hazardous materials, contamination, toxic chemicals, gasses and radioactive substances which could affect the health or safety of its occupants or conflict with the intended use of the property. ADA improvements at City Hall will not expose an increased number of people to such materials. Source: Monterey County Hazard Mitigation Plan 2007
Airport Clear Zones and Accident Potential Zones [24 CFR 51D]	A	City Hall is within the Monterey Peninsula Airport boundaries. ADA improvements at City Hall will not adversely affect the population of Del Rey Oaks. Sources: 1. Monterey Peninsula Airport Master Plan 1992

DETERMINATION:

- () This project converts to EXEMPT, per Section 58.34(a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license (Status "A" has been determined in the status column for all authorities); **Funds may be committed and drawn down** for this (now) EXEMPT project; OR
- () This project cannot convert to Exempt status because one or more statutes or authorities require formal consultation or mitigation. Complete consultation/mitigation protocol requirements, **publish NOI/RROF and obtain Authority to Use Grant Funds** (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down funds; OR
- () The unusual circumstances of this project may result in a significant environmental impact. This project requires preparation of an Environmental Assessment (EA). Prepare the EA according to 24 CFR Part 58 Subpart E.

PREPARER SIGNATURE: Karen Minami DATE: 12/27/12

PREPARER NAME, COMPANY: Karen Minami, City of Del Rey Oaks

RESPONSIBLE ENTITY AGENCY OFFICIAL / SIGNATURE: Karen Minami
 NAME, TITLE: Karen Minami, Deputy City Clerk DATE: 12/27/12