

RESOLUTION NO 2076

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD
 APPROVING AN APPLICATION FOR FUNDING AND THE
 EXECUTION OF A GRANT FROM THE PLANNING
 TECHNICAL ASSISTANCE ALLOCATION OF
 THE STATE CDBG PROGRAM

WHEREAS, the City Council of the City of Soledad has reviewed an application for funding and execution of a grant for a feasibility study for development of the Los Coches (Richardson) Adobe (APN 183-011-15) for Thirty One Thousand Five Hundred Dollars (\$31,500.00). A copy of said feasibility study is attached hereto as "Exhibit A," and by reference made a part hereof, and,

WHEREAS, the City Council has reviewed the citizen participation plan for compliance with Federal statute and has determined that this plan was followed for the development of this application,

NOW, THEREFORE, the City Council of the City of Soledad hereby approve the use of General Revenue Funds in the amount of One Thousand Five Hundred Dollars (\$1,500.00) to be used as the City's cash match for this project. The Interim City Manager and/or the City Manager, and each of them, is hereby authorized and directed to act on the City's behalf in all matters pertaining to this application. If this application is approved, the Interim City Manager and/or the City Manager, is authorized to enter into and sign the grant agreement with the State of California for the purposes of this grant.

PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 9th day of April, 1991, by the following vote.

AYES, and in favor thereof, Councilmembers. Fabian Barrera, Ben Jimenez, Jr., Fred Ledesma, Mayor Pro Tem John Holguin, Mayor Joe Ledesma
 NOES, Councilmembers None
 ABSENT, Councilmembers None

Joe C. Leddy
MAYOR OF THE CITY OF SOLEDAD

ATTEST.

Betty Burns
CITY CLERK OF THE CITY OF SOLEDAD

Proposal for a Feasibility Study for Development of the Los Coches Adobe

Project Description

The proposed project will assess the feasibility of using the Los Coches Adobe historic site as a tourist destination attraction. An emphasis will be placed on exploring the use of this site as a wine tasting facility. A major goal of this study will be to explore ways low and moderate income persons could be employed if the project proceeds.

Analysis of Existing Physical and Economic Conditions

The first task will be to assess the physical conditions to the Los Coches Adobe site and determine the extent of needed renovation and re-modeling to convert the facility into a commercial use. Necessary public facilities such as road access, water and sewer capacity will be evaluated. In addition, data will be collected detailing overnight transient occupancy in Soledad and neighboring communities motel, RV and other public facilities, analyzing the tourist potential of Highway 101, and examining other relevant economic indication factors such as sales tax information and use data from other similar types of facilities. An important aspect of this phase of the study will be analysis of the environmental constraints on any project. The entire project site is on the National Historical Register. As a result, the requirements of both CEQA and NEPA must be addressed.

Assessment of Opportunities for Successful Redevelopment

This second task will focus on assessing the opportunities that exist for the successful redevelopment of the project site. Although it is anticipated that a visitor oriented use would be best suited for this location other options will be explored. Using the data obtained from task one a narrative summary of existing and potential conditions for successful redevelopment will be prepared, including a cost estimate and a pro forma financial statement for the project.

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Feasibility Study for Los Coches Adobe Development

Implementation Plan

As the third step in the study, an implementation plan will be developed. This plan will determine existing local resources that can be brought into the project (i.e. participation by local wineries) and describe public financing tools which might be available for funding the project. The implementation plan will include a general concept design for the final project as well as an estimate of costs. The plan will address the necessary steps in the approval process including General Plan and Zoning designations, environmental review under both CEQA and NEPA and review by other appropriate federal, state and local authorities. Final designs, specifications and working drawings will not be produced.

Application Preparation

The fourth and final step in the project will involve the preparation of grant applications and/or loan applications. Mechanisms for insuring that low and moderate income persons are hired will be part of any financial assistance (e.g. first source agreements between employer and local job training agency)

Public Participation Plan

An integral part of the study preparation will be the Public Participation Plan. The goal of the citizen participation program is to provide opportunities for the participation of all persons who may be affected by the plan, especially persons with income in the targeted income group.

Public participation in the Los Coches Adobe Feasibility Study will be accomplished by forming a citizens review committee and by holding several public meetings. An existing group, the Los Coches Adobe Historic Commission was formed by the city previously to provide input on the site. This commission will be activated and it's membership expanded to include broad representation from the community. In addition, business owners/operators from Soledad will be invited to participate. The commission will review work products of the Feasibility Study as they become available, any program amendments which constitute a reallocation of more than 10% of the program budget, or any program amendments which constitute changes in policies, standards, or criteria for implementation.

Based on the work program below there would be at least six meetings of the Los Coches Historical Commission related to the project:

- 1 Organization meeting at the start of the study to review the work program and anticipated schedule.
2. Meeting to review the conditions for creating a successful visitor attraction facility.
3. Meeting to review the implementation plan.
- 4 Meeting to review the final report prior to submission to the city council

The committee will be chaired by a citizen with support provided by the Association of Monterey Bay Area Governments and city of Soledad staff as needed.

In addition, three public hearings will be held during the planning process. A public hearing was held by the City Council prior to the submission of the application to the Department of Housing and Community Development. Additional public hearings will be held by the Planning Commission and City Council during review of the draft report and prior to adoption. If any program amendments which constitute a reallocation of more than 10% of the program budget, or which constitute a change in policies, standards, or criteria for implementation should be necessary an additional public hearing should be held. Before each public hearing notice will be provide and all program information will be made available for public review.

A written record will be kept of all citizens review committee meetings, all public hearings and any written comments received. The written record will be available during normal business hours for public review and will be included in the final report.

Targeted Income Group Benefit

The State Department of Housing and Community Development has adopted a policy that each application meet a test of 60% benefit for low and moderate income individuals. This will be accomplished by requiring that all businesses which are operated as a result of this study hire 60% of their employees from targeted income group households.

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Contract Award

The proposed project will be carried out by the City of Soledad with the Association of Monterey Bay Area Governments. The Association of Monterey Bay Area Governments is a tax exempt, non-profit agency. A contractual agreement existed between the City of Soledad and AMBAG as of July 1, 1991 and local ordinances permit the city to pursue this option for contract award. AMBAG has agreed to the provision of the CDBG procurement policy for an audit.

The Final Product

The final product will be a final report describing the study findings, a detailed implementation plan and completed grant applications to potential funding sources for the program. The following work program describes the tasks to be preformed.

Work Program

- I. Analysis of Existing Physical and Economic Conditions
 - A. Public participation
 - 1. initial town hall meeting
 - 2. formation of citizens advisory committee
 - B. Building Analysis
 - 1. re-model or renovation design
 - 2. cost estimate
 - C. Economic Analysis
 - 1. Transient Occupancy room inventory and occupancy percentage in Soledad and surrounding communities.
 - 2. Analysis of Highway 101 traffic volumes
 - 3. Local sales tax analysis
 - 4. Investigation of similar types of facilities (tourist attraction) and visitor levels.
 - D. Public Services
 - 1. Water
 - 2. Sewer
 - 3. Circulation (Soledad and Caltrans)
 - 4. Parking

- E. Assessment of Environmental Issues (NEPA and CEQA)
- F. Assessment of Historic Preservation Issues
- G. Los Coches Adobe Historic Commission Meeting
- II. Assessment of Conditions of Creating a Successful Redevelopment Project
 - A. Summary of existing data and future projections
 - B. Identification of strategies used in similar facilities and relative merits of each in the proposed project.
 - C. Description and Feasibility Assessment of Potential Projects
 - D. Identification of First Choice Project
 - E. Los Coches Adobe Historic Commission Meeting
- III. Implementation Plan
 - A. Development of concept design and estimate of renovation costs.
 - B. Summary of total costs for completing project
 - C. Development of pro forma financial statement using estimated construction and operation cost compared to potential revenue based on collected tourism data and comparison of similar type facilities.
 - D. Investigate and determine what local resources that can be dedicated to project completion (i.e. local winery participation and participation by the City of Soledad.)
 - E. Survey all forms of public/private financing and prepare applications for appropriate financing mechanisms.
 - F. Los Coches Adobe Historic Commission Meeting
- IV. Final Report Preparation
 - A. Preparation of draft final report
 - B. Los Coches Adobe Historic Commission Meeting
- V. Public hearings on the final draft study
- VI. City Council approval

Cost Breakdown

I. Analysis of Existing Physical and Economic Conditions

Labor	Program Manager	173 hours	<u>\$7,100</u>
Total			\$7,100

II. Assessment of Conditions of Creating a Successful Tourist Attraction Facility

Labor	Project Manager	58 hours	<u>\$2,400</u>
Total			\$2,400

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Feasibility Study for Los Coches Adobe Development

III. Implementation Plan			
Labor	Project Manager	173 hours	\$7,100
Contracts	Re-model design/cost estimate		<u>\$8,335</u>
Total			\$15,435
IV. Final Report Preparation			
V Public Hearing			
VII. City Council Adoption			
(above items to occur simultaneously)			
Labor	Project Manager	115 hours	\$4,750
Printing			<u>\$1,500</u>
Total			\$6,250
Audit Budget			<u>\$315</u>
Total Budget			\$31,500
Cost by Item			
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Total Labor			\$21,350
Total Print Costs			\$1,500
Total Contracts			\$8,335
Total Audit			<u>\$315</u>
Total Proposed Cost			\$31,500
Proposed Budget			
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State Community Block Grant Program			\$30,000
City of Soledad			<u>\$1,500</u>
Total Proposed Budget			\$31,500