

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.43
(ID # 28027)**

MEETING DATE:
Tuesday, July 29, 2025

FROM : OFFICE OF ECONOMIC DEVELOPMENT

SUBJECT: OFFICE OF ECONOMIC DEVELOPMENT: Woodcrest Community Park Improvement Project – Approval of Notice of Completion with Vincor Construction, Inc., District 2. [\$35,946.29 - 100%-County Service Area 152 Zone B Quimby Fund 32740 (Previously approved budget)] (Clerk to Record Notice of Completion)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Accept the Woodcrest Community Park Improvement Project constructed by Vincor Construction, Inc. (Vincor), as complete, and authorize the Chair to execute the Notice of Completion;
2. Direct the Clerk of the Board to record the attached Notice of Completion; and
3. Authorize the release of the undisputed retained funds in the amount of \$35,946.29 to Vincor in accordance with the contract terms and applicable law.


ACTION:Policy, CIP


Suzanne Holland, Director of Office of Economic Development 6/16/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Medina and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: July 29, 2025
xc: OED, Recorder

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$35,946.29	\$35,946.29	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100%-County Service Area 152 Zone B Quimby Fund 32740 (Previously approved budget)			Budget Adjustment: N/A	
			For Fiscal Year: 2025/26	

C.E.O. RECOMMENDATION:

BACKGROUND:

Summary

The construction of the Woodcrest Community Park Improvement Project – Phase 1 (Project) is now complete, featuring a pickleball court, a full-size basketball court, Water Quality Management Plan (WQMP), and associated site improvements in the unincorporated community of Woodcrest.

On March 1, 2022 (Item 3.23), the Board of Supervisors (Board) approved the Project In-Principle and approved a preliminary project budget of \$1,000,000 utilizing 100% County Service Area 152 Cajalco Corridor Quimby Fund 32740. On July 30, 2024 (Item 3.50), the Board approved the construction contract with Vincor in the amount of \$698,820 for the Project. During the course of construction, one change order was approved for unforeseen changes and modifications in the cumulative amount of \$20,105.68 and a final contract in the amount of \$718,925.68. The one change order did not exceed the 10% contingency allowance nor single change order dollar authority per Board policy; therefore, no Board approval was required.

Vincor has completed the work under the approved Project budget and the Project has been inspected and found to comply with the contract requirements. This Board action will release the undisputed contract retention funds in the amount of \$35,946.29 to Vincor after the Notice of Completion has been recorded and the 35-day lien period has expired, per the contract terms and applicable law.

Impact on Residents and Businesses

The Woodcrest Community Park Improvement Project augments the overall amenities offered to the unincorporated community of Woodcrest and compliments the services offered at the Woodcrest Library, creating a hub for local educational and physical development.

Additional Fiscal Information

All costs associated with this Board action were previously approved on July 30, 2024, Item 3.50, and are 100% funded by County Service Area 152 Cajalco Corridor Quimby Fund 32740. The retention amount of \$35,946.29 shall be expended in FY 2025/26.

Attachments:

- Notice of Completion with Vincor Construction, Inc.

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STATE OF CALIFORNIA

SH;AJ;MF;ES,by

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Aaron Gettis, Chief of Deputy County Counsel 7/8/2025

PLEASE COMPLETE THIS INFORMATION
RECORDING REQUESTED BY:

KIMBERLY A. RECTOR, CLERK OF THE BOARD
4080 LEMON STREET, 1ST FLOOR CAC
P O BOX 1147 – RIVERSIDE, CA 92502

MAIL STOP # 1010

AND WHEN RECORDED MAIL TO:

RETURN TO: STOP #1010
RIVERSIDE COUNTY CLERK OF THE BOARD
P. O. BOX 1147 – RIVERSIDE, CA 92502

2025-0233294

07/30/2025 03:38 PM Fee: \$ 0.00

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Recorded in Official Records
County of Riverside
Peter Aldana
Assessor-County Clerk-Recorder



6080

THIS SPACE FOR RECORDERS USE ONLY

NOTICE OF COMPLETION
(California Civil Code §§ 8100-8118, 9200-9208)

To be recorded with County Recorder within 15 days after completion.

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work: Riverside County Woodcrest Community Park Improvement Project – Phase 1
EZIQC-VCI-ED9150122.00

Date of Completion: Date Hereof

Nature of owner: Public Entity

Interest or estate of owner: In Fee

Address of owner: Clerk of the Board of Supervisors, County Administration Center
4080 Lemon St., Riverside CA 92501

Name/address of direct contractor: Vincor Construction, Inc.
2651 Saturn St., Brea, CA 92821

Street or legal description of site: 16625 Krameria Ave., Riverside, CA 92504

Dated: JUL 29 2025

Owner: County of Riverside
(Name of Public Entity)

By: *V. M. Perez*
V. Manuel Perez, Chair, Board of Supervisors

STATE OF CALIFORNIA)

ss

COUNTY OF RIVERSIDE)

I am the Chair of the governing board of the County of Riverside, the public entity which executed the foregoing notice and on whose behalf I make this verification; I have read this notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

ATTEST: Kimberly A. Rector, Clerk

By: *[Signature]*
Deputy

Executed at Riverside California on JUL 29 2025
V. M. Perez
V. Manuel Perez, Chair, Board of Supervisors

FORM APPROVED COUNTY COUNSEL
BY *[Signature]*
KRISTINE BELL-VALDEZ DATE

Updated 12/2023

JUL 29 2025 3.43

**PETER ALDANA
COUNTY OF RIVERSIDE
ASSESSOR-COUNTY CLERK-RECORDER**

Recorder
P.O. Box 751
Riverside, CA 92502-0751
(951) 486-7000

www.riversideacr.com

CERTIFICATION

Pursuant to the provisions of Government Code 27361.7, I certify under the penalty of perjury that the following is a true copy of illegible wording found in the attached document:

(Print or type the page number(s) and wording below):

CLARIFICATION FOR SEAL for the Riverside County Board of Supervisors
(EMBOSSSED ON DOCUMENT)



Date: 07/29/2025

Signature: _____

Print Name: Whitney Mayo, Clerk of the Board Assistant