

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Parks & Recreation Committee
Monday, December 7, 2020
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/82581913427>
Meeting ID: 825 8191 3427

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Chair Director Ellie Wooten (EW), Vice Chair Director Felicity Carlson (FC)
Alternate Director Holly Morrison (HM)

Staff: General Manager Jill Ritzman, Recreation Supervisor Whitney Kahn,
Parks Superintendent Mike Grassle

CALL TO ORDER

ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDAS

OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

DEPARTMENT MATTERS

- 1. California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act Of 2018 (Prop 68) Per Capita Grant Program - Applications for Sports Field Renovations (W. Kahn, M. Grassle)**
- 2. Brighton Energy's Energy Efficiency Upgrade - Project Outcomes (M. Grassle)**

3. Staff Oral & Written Updates

- a. Recreation Report (W. Kahn)
- b. Parks & Facilities Report (M. Grassle)
- c. Feedback Basketball Courts (Oral Report - J. Ritzman)

4. Items for January & Future Committee Agendas

5. Items to take to the Board of Directors

- CALA Agreement (M. Grassle)

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT



Teleconference/Electronic Meeting Protocols

Cameron Park Community Services District

(Effective April 2, 2020)

WHEREAS, on March 4, 2020, Governor Newsome proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, March 17, 2020, Governor Newsome issued Executive Order N-29-20 suspending parts of the Brown Act that required in-person attendance of Board members and citizens at public meetings; and

WHEREAS, on March 19, 2020, Governor Newsome issued Executive Order N-33-20 directing most individuals to shelter at home or at their place of residence.

NOW, THEREFORE, the Cameron Park Community Services District will implement the following protocols for its Board and committee meetings.

The guidance below provides useful information for accessing Cameron Park Community Services District (“District”) meetings remotely and establishing protocols for productive meetings.

BOARD AND COMMITTEE MEMBERS:

- **Attendance.** Board and Committee Members should attend District meetings remotely from their homes, offices, or an alternative off-site location. As per the Governor’s updated Executive Order N-29-20, there is no longer a requirement to post agendas at or identify the address of these locations.
- **Agendas.** Agenda packages will be made available on the District’s website. They will also be sent by email to all Board and Committee Members. Note that under the circumstances, District staff may not be able to send paper packets.
- **Board and Committee Member Participation.** Meeting Chair(s) will recognize individual Board and Committee Members and unmute their device so that comments may be heard or will read comments if they are provided in writing only.

PUBLIC PARTICIPATION:

- **Attendance.** The District’s office will remain closed to the public until further notice. Members of the public will be able to hear and/or see public meetings via phone, computer, or smart device. Information about how to observe the meeting is listed on the agenda of each meeting.
- **Agendas.** Agendas will be made available on the District’s website and to any members of the public who have a standing request, as provided for in the Brown Act.
- **Public Participation.** The public can observe and participate in a meeting as follows:
 - **How to Observe the Meeting:**
 - **Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833 or (346) 248 7799. Enter the Meeting ID# listed at the top of the applicable Board or Committee agenda followed by the pound (#) key. More phone numbers can be found on Zoom’s website at <https://us04web.zoom.us/j/91011220920> if the line is busy.
 - **Computer:** Watch the live streaming of the meeting from a computer by navigating to the link listed at the top of the applicable Board or Committee agenda using a computer with internet access that meets Zoom’s system requirements (<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)
 - **Mobile:** Log in through the Zoom mobile app on a smartphone and enter the Meeting ID# listed at the top of the applicable Board or Committee agenda.
 - **How to Submit Public Comments:**
 - **Before the Meeting:** Please email your comments to admin@cameronpark.org, with “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed 3 minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. Emails running longer than the time limit will not be finished. All comments received at least 2 hours prior to the meeting on the day the meeting will be held, will be included as an agenda supplement on the District’s website

under the relevant meeting date, and provided to the Directors/Committee Members at the meeting. Comments received after that time will be treated as contemporaneous comments.

- **Contemporaneous Comments:** During the meeting, the Board President/Committee Chair or designee will announce the opportunity to make public comments. If you would like to make a comment during this time, you may do so by clicking the “raise hand” button. You will be addressed and un-muted when it is your turn to speak (not to exceed the 3 minute public comment time limit).

FOR ALL PARTICIPANTS:

- **Get Connected:** Please download Zoom application for your device and familiarize yourself with how to utilize this tool. There is no cost for using the application.
- **Ensure Quiet.** All audience members will be muted during the meeting until they are addressed by the Board/Committee as their time to speak. Please make every effort to find a location with limited ambient noise. Please turn off the ringer on your phone and other notification sounds on your devices to reduce interruptions.

We anticipate that this process of moving to remote meetings will likely include some challenges. Please bear with us as we navigate this process.

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Parks & Recreation Committee
Monday, November 2, 2020
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/86719368637>

Meeting ID: 867 1936 8637

(Teleconference/Electronic Meeting Protocols are attached)

Conformed Agenda

Members: Chair Director Ellie Wooten (EW), Vice Chair Director Felicity Carlson (FC)
Alternate Director Holly Morrison (HM)

Staff: General Manager Jill Ritzman, Recreation Supervisor Whitney Kahn,
Parks Superintendent Mike Grassle

CALL TO ORDER - 6:37pm

ROLL CALL – FC (EW arrived late at 6:41pm)

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APPROVAL OF AGENDA - Approved

APPROVAL OF CONFORMED AGENDAS - Approved

OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

DEPARTMENT MATTERS

1. Park Development Impact Fees to Fund Cameron Park Lake Splash and Spray Playground Project
(J. Ritzman)

- Discussed Park Development Impact Fees to Fund Cameron Park Lake Splash and Spray Playground Project. Move to the Board with support to fund up to 75% of project costs.

2. CALA Scope of Services and Estimated Fees for Cameron Park Lake Splash and Spray Playground Project (M. Grassle, Callander Associates)

- *Discussed CALA Scope of Services and Estimated Fees for Cameron Park Lake Splash and Spray Playground Project. Move to the Board with support.*

3. California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act Of 2018 (Prop 68) Per Capita Proposed Projects (M. Grassle)

- *Reviewed and discussed Prop 68 Per Capita Proposed Projects. Also discussed priorities for proposed projects. Move to the Board with support.*

4. Staff Oral & Written Updates

- a. Recreation Report (W. Kahn)
- b. Parks & Facilities Report (M. Grassle)

5. Items for December & Future Committee Agendas

- *Cameron Park Splash and Spray Playground Project*
- *Prop 68 Per Capita Proposed Projects – CALA Agreement & Associated Tasks*

6. Items to take to the Board of Directors

- *Park Development Impact Fees to Fund Cameron Park Lake Splash and Spray Playground Project (consent)*
- *CALA Scope of Services and Estimated Fees for Cameron Park Lake Splash and Spray Playground Project*
- *Prop 68 Per Capita Proposed Projects (consent)*

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT – 8:06pm



Agenda Transmittal

DATE: December 7, 2020

FROM: Whitney Kahn, Recreation Supervisor

AGENDA ITEM #1: CALIFORNIA DROUGHT, WATER, PARKS, CLIMATE, COASTAL PROTECTION, AND OUTDOOR ACCESS FOR ALL ACT OF 2018 (PROP 68) PER CAPITA PROGRAM - APPLICATIONS FOR SPORTS FIELD RENOVATIONS

RECOMMENDED ACTION: REVIEW AND DISCUSS; FORWARD TO THE BOARD OF DIRECTORS FOR APPROVAL AND SUBMIT APPLICATIONS

Introduction

On September 16, 2020, the Board of Directors approved:

- Resolution 2020-21 Approving Application(s) for Proposition 68 Per Capita Grant Funds, an authorizing Resolution required by Office of Grants and Local Services (OGALS);
- Cameron Park Community Services District Park Improvement Plan and Priority Projects, which placed renovating sports fields as a high priority project.

On November 18, 2020, the Board of Directors approved Delta Blue Grass as the vendor for the sports field renovation project.

Discussion

On November 2, 2020, staff provided a report to the Parks and Recreation Committee outlining potential projects for Proposition 68 Per Capita grant funds. Proposition 68 grant funds are designed to improve aging park infrastructure and amenities. In summary, the Parks and Recreation Committee prioritized sports fields, playgrounds and restroom renovations as high priority projects for the Per Capita grant funds.

Staff is recommending that Proposition 68 Per Capita grant funds be used to renovate the District’s sports fields at Rasmussen, David West and Christa McAuliffe parks, and have developed the grant applications (Attachments 1A, 1B, 1C). A twenty percent local match is required. Prospector Soccer is agreeable to funding the 20% match for Christa McAuliffe Park. A letter of agreement will be developed between the District and Soccer to specify expectations for the project, role of each organization and funding sources. Motherlode Rugby also met with the District staff. Ponderosa Little League responded to the District’s request to meet, which will be taking place soon.

The renovation project(s) will take place once funding is secured. The project at Christa McAuliffe Park may occur this Spring 2021.

Sports Fields Renovation Project Funding

Prop 68 Per Capita grant funds	\$95,550
20% Local Match	\$23,887
Sports Field Renovation Total Project Costs	\$119,438

Per Capita Grant Funds Summary

Per Capita Funds -Total Allocation to District	\$177,952
Sports Fields Renovation allocation	\$95,550
Remaining funds for playgrounds & restrooms	\$77,144

Please Note: We are working with the County to obtain copies of the CEQA Notice of Determination granted when the park sites were originally constructed, they will be attached to the applications as page number 7.

Attachments:

- 1A – Application: Christa McAuliffe
- 1B – Application: David West
- 1C – Application: Rasmussen



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Application Packet Checklist

GRANTEES must complete the checklist below and submit it with the APPLICATION PACKET.
An APPLICATION PACKET is not complete unless all items on the checklist are submitted.
Each PROJECT requires its own APPLICATION PACKET.


Check if included	Check if not applicable	Application Item	Procedural Guide Page #	Check when signed by AUTHORIZED REPRESENTATIVE	Application Packet Page #
		Application Packet Checklist Digital file name: checklist.pdf	Pg. 11		Pg. _____
		Application Digital file name: application.pdf	Pg. 12		Pg. _____
		Development Project Scope/Cost Estimate, or Digital file name: devscope.pdf	Pg. 19		Pg. _____
		Acquisition Requirements Digital file names: acqscope.pdf & acqdocs.pdf	Pg. 14		Pg. _____
		Funding Sources Form Digital file name: fundingsources.pdf	Pg. 20		Pg. _____
		Per Capita Match Calculator Digital file name: match.pdf	Pg. 13		Pg. _____
		CEQA Compliance Certification Digital file name: ceqa.pdf	Pg. 21		Pg. _____
		Land Tenure documentation Digital file names: ownership.pdf or nonownership.pdf	Pg. 21		Pg. _____
		Sub-Leases or Agreements Digital file name: otheragreements.pdf	Pg. 24		Pg. _____
		Site Plan Digital file name: siteplan.pdf	Pg. 24		Pg. _____
		GHG Emissions Reduction Worksheet (at completion) Digital file name: emissions.pdf	Pg. 24		Pg. _____
		Photos Digital file name: photos.pdf	Pg. 24		Pg. _____



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Per Capita Project Application Form

PROJECT NAME	REQUESTED GRANT AMOUNT \$
PROJECT SITE NAME and PHYSICAL ADDRESS where PROJECT is located including zip code (substitute latitude and longitude where no street address is available)	MATCH AMOUNT (if project is not serving a severely disadvantaged community) \$
	LAND TENURE (<input checked="" type="checkbox"/> all that apply) Owned in fee simple by GRANTEE Available (or will be available) under a () year lease or easement

NEAREST CROSS STREET		
Project Type (Check one) Acquisition		Development
COUNTY OF PROJECT LOCATION		
GRANTEE NAME AND MAILING ADDRESS		
AUTHORIZED REPRESENTATIVE AS SHOWN IN RESOLUTION		
Name (typed or printed) and Title	Email address	Phone
GRANT CONTACT-For administration of grant (if different from AUTHORIZED REPRESENTATIVE)		
Name (typed or printed) and Title	Email address	Phone
GRANT SCOPE: I represent and warrant that this APPLICATION PACKET describes the intended use of the requested GRANT to complete the items listed in the attached Development PROJECT Scope/Cost Estimate Form or acquisition documentation. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this APPLICATION PACKET, including required attachments, is accurate.		
Signature of AUTHORIZED REPRESENTATIVE as shown in Resolution		Date
Print Name: 		
Title:		



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Development Project Scope/Cost Estimate Form

GRANTEE:	PROJECT Name
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Development project scope (Describe the project in 30 words or less):

Project Scope Items - all that apply:

Install new	Renovate existing	Replace existing	Recreation Element
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pool, aquatic center, splash pad
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trails or walking paths
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscaping or irrigation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Group picnic, outdoor classrooms, other gathering spaces
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Play equipment, outdoor fitness equipment
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sports fields, sports courts, court lighting
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community center, gym, other indoor facilities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Restroom, concession stand
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minor elements which support one or more of the recreation elements checked above: benches, lighting, parking, signage, etc.

PRE-CONSTRUCTION (costs incurred prior to ground-breaking, such as design, permits, bid packages, CEQA); up to 25% of total PROJECT cost.	\$
Construction	\$
Total PROJECT cost	\$
Subtract GRANTEE match if not in severely disadvantaged community (20% of total PROJECT cost, see page 13)	Less match -\$
Total GRANT amount requested	\$

The GRANTEE understands that all elements listed on this form must be complete and open to the public before the final grant payment will be made.

 AUTHORIZED REPRESENTATIVE Signature Date

Print Name and Title



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Funding Sources Form

GRANTEE:	PROJECT Name
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PROJECTS funded by the program are not complete until the PROJECT SCOPE is complete, and the PROJECT is open to the public. PROJECTS will:

- Be entirely funded by the GRANT, *or*
- Require funds in excess of the GRANT.

If the PROJECT requires funds in excess of the GRANT, the SCOPE of the PROJECT may be either the SCOPE of the larger project, or a subset of the larger project.

For example, if the PROJECT is \$100,000 towards construction of a \$500,000 park, the SCOPE can be the \$500,000 park, or a \$100,000 element of the park, such as a playground, that can be complete and open to the public.

The PROJECT will be entirely funded by the GRANT, *or*

The PROJECT requires funds in excess of the GRANT:

The SCOPE is the same as the scope of the larger project, *or*

The SCOPE is a subset of a larger project, the scope of that larger project is:

Larger project cost: \$

Anticipated completion date:

List all funds that will be used. Submit revised Funding Sources form should funding sources be added or modified.

Funding Source	Date Committed	Amount
Per Capita/State of California	July 1, 2018	\$
		\$
		\$

I represent and warrant that I have full authority to execute this Funding Sources Form on behalf of the GRANTEE. I declare under penalty of perjury, under the laws of the State of California, that this status report, and any accompanying documents, for the above-mentioned GRANT is true and correct to the best of my knowledge.

AUTHORIZED REPRESENTATIVE Signature Date

Print Name and Title

Placeholder for Per Capita Match Calculator Report

Currently getting this error www.parksforcalifornia.org says
<h1>Server Error (500)</h1>

OK

on the State Parks website. Will update once the error is resolved.



Do you need a match for your Per Capita grant project?

Enter the location below and click Go! Your location must be within the boundaries of an existing or proposed park.

Get GIS Data

Find Your Community:

Get Report



Click any park on the map for park details.
Or click the pin to turn it on, then click any location for half-mile data.

OR enter an address below and click Go!

cameron park

GO!

Select your agency type to set the reporting radius

Other Agency

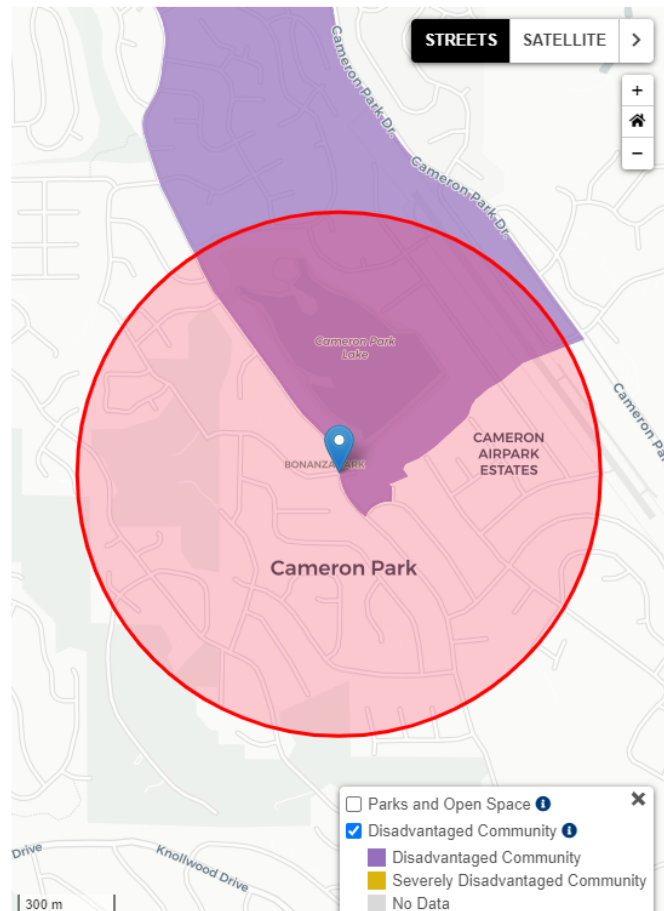
Results for Unincorporated (County: El Dorado)

Latitude, Longitude 38.68074036,-120.99443817

Median Household Income \$82,716

The community served does not qualify as Severely Disadvantaged. Match IS required.

Report # 100473 generated on 2020-12-01 @ 17:19





State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

CEQA Compliance Certification

GRANTEE:

Project Name:

Project Address:

Is CEQA complete? Yes No Is completing CEQA a PROJECT SCOPE item? Yes No

What document was filed, or is expected to be filed for this project’s CEQA analysis:

Date complete/expected to be completed

- Notice of Exemption (attach recorded copy if filed)
- Notice of Determination (attach recorded copy if filed)
- Other:

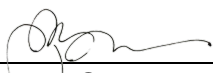
If CEQA is complete, and a Notice of Exemption or Notice of Determination was not filed, attach a letter from the Lead Agency explaining why, certifying the project has complied with CEQA and noting the date that the project was approved by the Lead Agency.

Lead Agency Contact Information	
Agency Name:	
Contact Person:	
Mailing Address:	
Phone: ()	Email:

Certification:

I hereby certify that the above referenced Lead Agency has complied or will comply with the California Environmental Quality Act (CEQA) and that the project is described in adequate and sufficient detail to allow the project’s construction or acquisition.

I further certify that the CEQA analysis for this project encompasses all aspects of the work to be completed with grant funds.



AUTHORIZED REPRESENTATIVE Signature Date

Print Name and Title

FOR OGALS USE ONLY

CEQA Document	Date Received	PO Initials
NOE NOD		

Placeholder for Recorded Copy of CEQA Notice of Determination

El Dorado County is pulling records for us to be included in the final application to accompany item #6 in the application packet.



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Application Packet Checklist

GRANTEES must complete the checklist below and submit it with the APPLICATION PACKET.
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		Land Tenure documentation Digital file names: ownership.pdf or nonownership.pdf	Pg. 21		Pg. _____
		Sub-Leases or Agreements Digital file name: otheragreements.pdf	Pg. 24		Pg. _____
		Site Plan Digital file name: siteplan.pdf	Pg. 24		Pg. _____
		GHG Emissions Reduction Worksheet (at completion) Digital file name: emissions.pdf	Pg. 24		Pg. _____
		Photos Digital file name: photos.pdf	Pg. 24		Pg. _____



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Per Capita Project Application Form

PROJECT NAME	REQUESTED GRANT AMOUNT \$
PROJECT SITE NAME and PHYSICAL ADDRESS where PROJECT is located including zip code (substitute latitude and longitude where no street address is available)	MATCH AMOUNT (if project is not serving a severely disadvantaged community) \$
	LAND TENURE (<input checked="" type="checkbox"/> all that apply) Owned in fee simple by GRANTEE Available (or will be available) under a () year lease or easement

NEAREST CROSS STREET

Project Type (Check one) Acquisition	Development
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COUNTY OF PROJECT LOCATION

GRANTEE NAME AND MAILING ADDRESS

AUTHORIZED REPRESENTATIVE AS SHOWN IN RESOLUTION

Name (typed or printed) and Title	Email address	Phone
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GRANT CONTACT-For administration of grant (if different from AUTHORIZED REPRESENTATIVE)

Name (typed or printed) and Title	Email address	Phone
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GRANT SCOPE: I represent and warrant that this APPLICATION PACKET describes the intended use of the requested GRANT to complete the items listed in the attached Development PROJECT Scope/Cost Estimate Form or acquisition documentation. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this APPLICATION PACKET, including required attachments, is accurate.

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State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

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State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

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Larger project cost: \$

Anticipated completion date:

List all funds that will be used. Submit revised Funding Sources form should funding sources be added or modified.

Funding Source	Date Committed	Amount
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		\$
		\$

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 AUTHORIZED REPRESENTATIVE Signature Date

Print Name and Title

Placeholder for Per Capita Match Calculator Report

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OK

on the State Parks website. Will update once the error is resolved.



Do you need a match for your Per Capita grant project?

Enter the location below and click Go! Your location must be within the boundaries of an existing or proposed park.

Get GIS Data

Find Your Community:

Get Report

Click any park on the map for park details.
Or click the pin to turn it on, then click any location for half-mile data.

OR enter an address below and click Go!

cameron park

GO!

Select your agency type to set the reporting radius

Other Agency

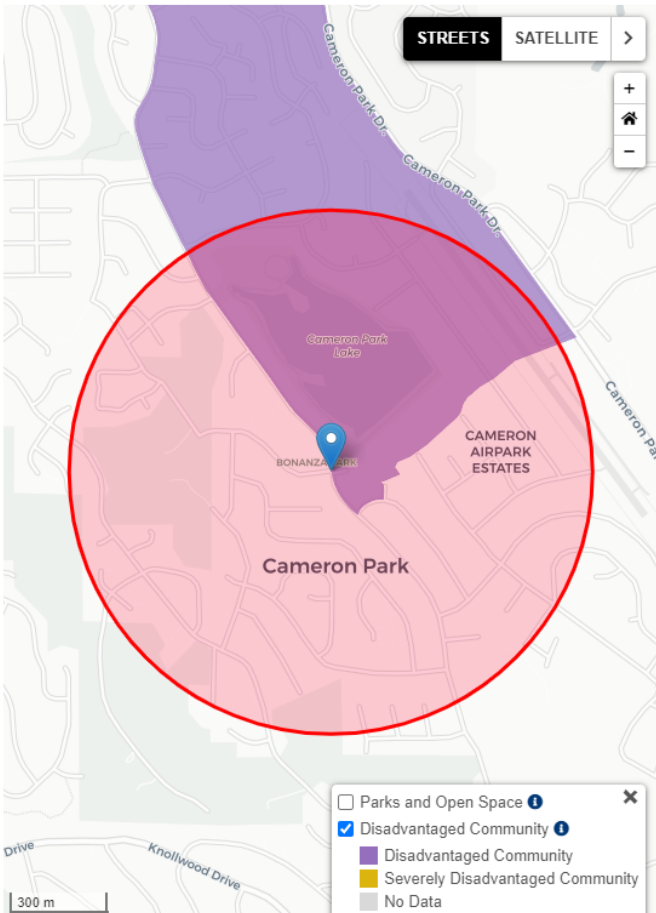
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Latitude, Longitude 38.68074036,-120.99443817

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Report # 100473 generated on 2020-12-01 @ 17:19





State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

CEQA Compliance Certification

GRANTEE:

Project Name:

Project Address:

Is CEQA complete? Yes No Is completing CEQA a PROJECT SCOPE item? Yes No

What document was filed, or is expected to be filed for this project’s CEQA analysis:

Date complete/expected to be completed

- Notice of Exemption (attach recorded copy if filed)
- Notice of Determination (attach recorded copy if filed)
- Other:


If CEQA is complete, and a Notice of Exemption or Notice of Determination was not filed, attach a letter from the Lead Agency explaining why, certifying the project has complied with CEQA and noting the date that the project was approved by the Lead Agency.

Lead Agency Contact Information	
Agency Name:	
Contact Person:	
Mailing Address:	
Phone: ()	Email:

Certification:

I hereby certify that the above referenced Lead Agency has complied or will comply with the California Environmental Quality Act (CEQA) and that the project is described in adequate and sufficient detail to allow the project’s construction or acquisition.

I further certify that the CEQA analysis for this project encompasses all aspects of the work to be completed with grant funds.



AUTHORIZED REPRESENTATIVE Signature Date

Print Name and Title

FOR OGALS USE ONLY

CEQA Document	Date Received	PO Initials
NOE NOD		

Placeholder for Recorded Copy of CEQA Notice of Determination

El Dorado County is pulling records for us to be included in the final application to accompany item #6 in the application packet.



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Application Packet Checklist

GRANTEES must complete the checklist below and submit it with the APPLICATION PACKET.
An APPLICATION PACKET is not complete unless all items on the checklist are submitted.
Each PROJECT requires its own APPLICATION PACKET.


Check if included	Check if not applicable	Application Item	Procedural Guide Page #	Check when signed by AUTHORIZED REPRESENTATIVE	Application Packet Page #
		Application Packet Checklist Digital file name: checklist.pdf	Pg. 11		Pg. _____
		Application Digital file name: application.pdf	Pg. 12		Pg. _____
		Development Project Scope/Cost Estimate, or Digital file name: devscope.pdf	Pg. 19		Pg. _____
		Acquisition Requirements Digital file names: acqscope.pdf & acqdocs.pdf	Pg. 14		Pg. _____
		Funding Sources Form Digital file name: fundingsources.pdf	Pg. 20		Pg. _____
		Per Capita Match Calculator Digital file name: match.pdf	Pg. 13		Pg. _____
		CEQA Compliance Certification Digital file name: ceqa.pdf	Pg. 21		Pg. _____
		Land Tenure documentation Digital file names: ownership.pdf or nonownership.pdf	Pg. 21		Pg. _____
		Sub-Leases or Agreements Digital file name: otheragreements.pdf	Pg. 24		Pg. _____
		Site Plan Digital file name: siteplan.pdf	Pg. 24		Pg. _____
		GHG Emissions Reduction Worksheet (at completion) Digital file name: emissions.pdf	Pg. 24		Pg. _____
		Photos Digital file name: photos.pdf	Pg. 24		Pg. _____



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Per Capita Project Application Form

PROJECT NAME	REQUESTED GRANT AMOUNT \$
PROJECT SITE NAME and PHYSICAL ADDRESS where PROJECT is located including zip code (substitute latitude and longitude where no street address is available)	MATCH AMOUNT (if project is not serving a severely disadvantaged community) \$
	LAND TENURE (<input checked="" type="checkbox"/> all that apply) Owned in fee simple by GRANTEE Available (or will be available) under a () year lease or easement

NEAREST CROSS STREET		
Project Type (Check one) Acquisition		Development
COUNTY OF PROJECT LOCATION		
GRANTEE NAME AND MAILING ADDRESS		
AUTHORIZED REPRESENTATIVE AS SHOWN IN RESOLUTION		
Name (typed or printed) and Title	Email address	Phone
GRANT CONTACT-For administration of grant (if different from AUTHORIZED REPRESENTATIVE)		
Name (typed or printed) and Title	Email address	Phone
GRANT SCOPE: I represent and warrant that this APPLICATION PACKET describes the intended use of the requested GRANT to complete the items listed in the attached Development PROJECT Scope/Cost Estimate Form or acquisition documentation. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this APPLICATION PACKET, including required attachments, is accurate.		
Signature of AUTHORIZED REPRESENTATIVE as shown in Resolution		Date
Print Name: 		
Title:		



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Development Project Scope/Cost Estimate Form

GRANTEE:	PROJECT Name
----------	--------------

Development project scope (Describe the project in 30 words or less):

Project Scope Items - all that apply:

Install new	Renovate existing	Replace existing	Recreation Element
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pool, aquatic center, splash pad
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trails or walking paths
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscaping or irrigation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Group picnic, outdoor classrooms, other gathering spaces
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Play equipment, outdoor fitness equipment
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sports fields, sports courts, court lighting
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community center, gym, other indoor facilities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Restroom, concession stand
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minor elements which support one or more of the recreation elements checked above: benches, lighting, parking, signage, etc.

PRE-CONSTRUCTION (costs incurred prior to ground-breaking, such as design, permits, bid packages, CEQA); up to 25% of total PROJECT cost.	\$
Construction	\$
Total PROJECT cost	\$
Subtract GRANTEE match if not in severely disadvantaged community (20% of total PROJECT cost, see page 13)	Less match -\$
Total GRANT amount requested	\$

The GRANTEE understands that all elements listed on this form must be complete and open to the public before the final grant payment will be made.

 AUTHORIZED REPRESENTATIVE Signature Date

Print Name and Title



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Funding Sources Form

GRANTEE:	PROJECT Name
----------	--------------

PROJECTS funded by the program are not complete until the PROJECT SCOPE is complete, and the PROJECT is open to the public. PROJECTS will:

- Be entirely funded by the GRANT, *or*
- Require funds in excess of the GRANT.

If the PROJECT requires funds in excess of the GRANT, the SCOPE of the PROJECT may be either the SCOPE of the larger project, or a subset of the larger project.

For example, if the PROJECT is \$100,000 towards construction of a \$500,000 park, the SCOPE can be the \$500,000 park, or a \$100,000 element of the park, such as a playground, that can be complete and open to the public.

The PROJECT will be entirely funded by the GRANT, *or*

The PROJECT requires funds in excess of the GRANT:

The SCOPE is the same as the scope of the larger project, *or*

The SCOPE is a subset of a larger project, the scope of that larger project is:

Larger project cost: \$

Anticipated completion date:

List all funds that will be used. Submit revised Funding Sources form should funding sources be added or modified.

Funding Source	Date Committed	Amount
Per Capita/State of California	July 1, 2018	\$
		\$
		\$

I represent and warrant that I have full authority to execute this Funding Sources Form on behalf of the GRANTEE. I declare under penalty of perjury, under the laws of the State of California, that this status report, and any accompanying documents, for the above-mentioned GRANT is true and correct to the best of my knowledge.

AUTHORIZED REPRESENTATIVE Signature Date

Print Name and Title

Placeholder for Per Capita Match Calculator Report

Currently getting this error www.parksforcalifornia.org says
<h1>Server Error (500)</h1>

OK

on the State Parks website. Will update once the error is resolved.



Do you need a match for your Per Capita grant project?

Enter the location below and click Go! Your location must be within the boundaries of an existing or proposed park.

Get GIS Data

Find Your Community:

Get Report



Click any park on the map for park details.
Or click the pin to turn it on, then click any location for half-mile data.

OR enter an address below and click Go!

cameron park

GO!

Select your agency type to set the reporting radius

Other Agency

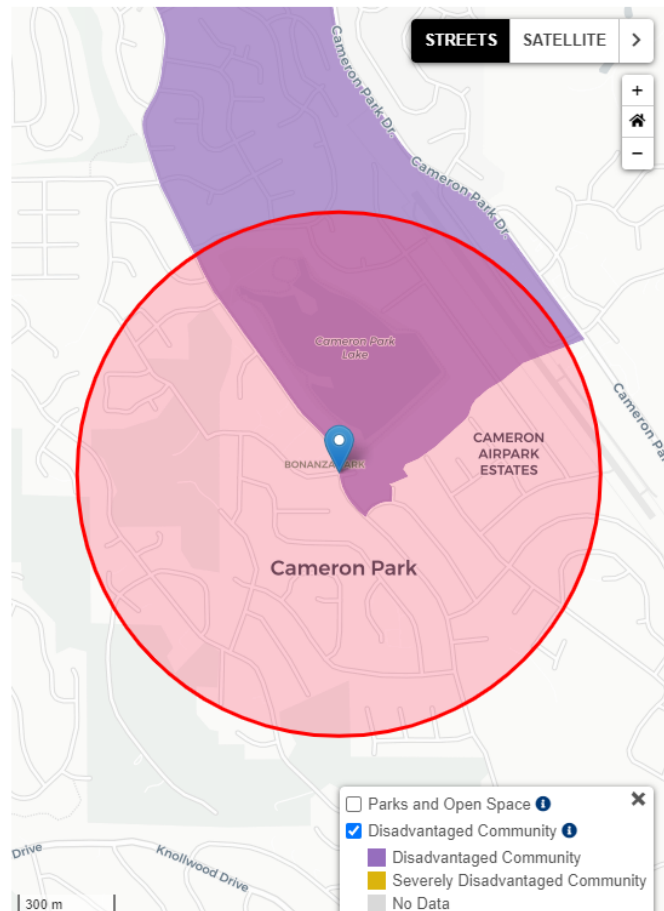
Results for Unincorporated (County: El Dorado)

Latitude, Longitude 38.68074036,-120.99443817

Median Household Income \$82,716

The community served does not qualify as Severely Disadvantaged. Match IS required.

Report # 100473 generated on 2020-12-01 @ 17:19





State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

CEQA Compliance Certification

GRANTEE:

Project Name:

Project Address:

Is CEQA complete? Yes No Is completing CEQA a PROJECT SCOPE item? Yes No

What document was filed, or is expected to be filed for this project’s CEQA analysis:

Date complete/expected to be completed

- Notice of Exemption (attach recorded copy if filed)
- Notice of Determination (attach recorded copy if filed)
- Other:


If CEQA is complete, and a Notice of Exemption or Notice of Determination was not filed, attach a letter from the Lead Agency explaining why, certifying the project has complied with CEQA and noting the date that the project was approved by the Lead Agency.

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CEQA Document	Date Received	PO Initials
NOE NOD		

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Agenda Transmittal

DATE: December 7, 2020

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #2: **BRIGHTON ENERGY'S ENERGY EFFICIENCY UPGRADE – PROJECT OUTCOMES**

RECOMMENDED ACTION: RECEIVE AND FILE

INTRODUCTION

On February 7th 2020, ARC consultants reviewed 2 energy efficiency project proposals on behalf of the District. These proposals were in response to upgrading the existing interior and exterior lights at the community center to energy efficient LED lights. This plan was supported by the Solar Energy Ad Hoc Committee. Installing energy efficient lights would lower energy use and assist in building an appropriate sized solar project system. This upgrade would also save on energy costs, as well as significantly improve the lighting. The new LED lights are self-contained units, notably reducing maintenance costs. The District awarded the contract to Brighton Energy on May 19th 2020 to upgrade the lights at the community center. Brighton Energy was on the state procurement list, making the formal bid process less restrictive. In addition to the Community Center, Brighton Energy was awarded a contract to replace all existing lights at Fire Station 89 with energy efficient LED fixtures.

Community Center

All of the lights at the community center were replaced, with the exception of the underwater pool lights and stage lighting. This project started on June 17th, 2020 and was completed on October 2nd, 2020.

- **Original project**, with 2 change orders; adding battery backups to the emergency lighting and additional lighting that was missed in original estimate. Funding for this project came from an OBF (On-Bill Financing) with PG&E.

- Loan total: \$45,205.49
 - Loan term: 64 months, 5.33 years
 - Fixed monthly loan payments: \$706.34 (\$8,476.08 annually)
 - Estimated annual energy cost savings: \$8,635.77
 - Return on investment: 5.23 years
- **Assembly hall chandelier lights**, this change order was funded by community center reserves, because the project was not eligible for OBF.
 - Total cost of project: \$8,998.13
 - Estimated annual energy cost savings: \$866.04
 - Return on investment: 10.39 years

Fire Station 89

All of the lights at Fire Station 89 were replaced, funding for this project came from the fire department reserves. Project started on August 24th, 2020 and was completed on September 4th, 2020.

- Total cost of project: \$14,033.99
- Estimated annual energy cost savings: \$3,084.12
- Return on investment: 4.55 years

Conclusion

The quality and brightness of the new LED lights is quite remarkable. The exterior of the Community Center is very bright, and all of the light fixtures are working. The longevity of the new LED lights is longer, creating efficiency in staff maintenance costs for replacing bulbs, especially when a ladder or hydraulic lift is required. This project will save the District approximately \$20,000 annually in electrical bills once the financing is paid-off. If the District converts to solar, this project helped in downsizing the solar project required to power the District's facilities.



Agenda Transmittal

DATE: December 7, 2020

FROM: Whitney Kahn, Recreation Supervisor

AGENDA ITEM #3A: RECREATION DEPARTMENT REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

General Update

Gymnasium Operations

The Department spent the month of November recalibrating due to El Dorado County moving back into the most restrictive Purple Tier. Most activities can proceed, but the gym closed as of November 29. This is news was very disheartening, as facility rentals remains the primary source of revenue generation. Staff remain hopeful that the gym rental may resume in mid-late January and have plans to do all that they can to ensure the gym is utilized to full capacity for the remainder of the fiscal year.

Annual Early Bird Combo/Lake/Pool Passes

Staff are developing a new plan for the new Annual Pass that will be sold beginning in January of 2021. This plan includes a mailer sent to all residents to encourage purchasing the new pass that will help support both the Parks & Facilities and Recreation Departments. Our goals include:

- ✓ Streamlined fee schedule,
- ✓ Outreach messaging that is “support District parks and facilities, Buy an Annual pass,”
- ✓ Value-Added with pass holder events and specials to be announced this spring,
- ✓ Open the kiosk more days and for a longer season.

Training

- Kimberly Vickers, Recreation Coordinator is now a certified Aquatics Facility Operator, which is in addition to her array of lifeguard certifications.
- Whitney and Kim attended California Park and Recreation Society’s Region 1 CARES Virtual Conference held November 16th - 20th; topics primarily related to facing the

Global Pandemic and an opportunity to network with other professionals in a time we cannot do so in person.

Current Programming

- Lap Swim at the pool continues to receive positive feedback from the regular participants and average attendance numbers remain stable (7-10 swimmers per session 6 days a week)
- Five people participated in the Bird Watching class held at Cameron Park Lake.
- Six little ones participated in our Skyhawks Soccer Tots class at Christa McAuliffe.
- The Christmas Craft Fair Connections website has received positive feedback from both vendors and shoppers alike. 18 vendors registered.
- Virtual Recreation Center program opportunities expanding to provide residents new engaging and fun entertainment.

Upcoming Events

The County has approved the following events for this holiday season,

- Virtual Tree Lighting at Christa McAuliffe on Friday, December 4th at 5:30p via Facebook Live.
- Snap a Selfie (drive-thru) with Santa on Saturday, December 12th and Sunday, December 13th at Rasmussen Park.
- The Cameron Park Fire Department developed the Santa Parade with a new route same days as the Santa photos and staff will promote both Santa events jointly on social media.
- Holiday Dunk and Dive! At the pool on December 19th from 12:30-2:30p; open swim, candy cane dive and hot chocolate
- Noon Year' Eve on December 31st 11:00am- 12:30pm with open swim and a "beach ball drop" at noon.

New Staff Assignments

The Recreation Supervisor will be supporting the District's efforts with the Strategic Plan community engagement process and applying for grants to support implementation of the Park Improvement Plan.

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: December 7, 2020

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #3B: PARKS & FACILITIES DEPARTMENT REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

General Information

- The Department has begun utilizing the District's new utility dump trailer to remove leaves from District property. Staff labor has been reduced with the addition of the new trailer.
- Staff fertilized all of the turf grass for the winter season.
- Staff have been spending some time repairing damaged equipment. Most notably staff repaired a hydraulic pump on the department tractor, saving the District a substantial amount of money
- The department has implemented a work order and asset inventory software. The majority of the District assets have all been logged within the software. This will give the District an accurate inventory with cost, location, life span, maintenance schedule and serial numbers for all assets. (Does not include the fire department).
- Staff started locating and mapping out irrigation systems throughout the LLAD'S. This will allow staff to check, repair, irrigate and locate the systems more efficiently.
- Staff installed new trailer brakes on all of the ¾ ton and 1 ton District vehicles. Having the brakes installed will allow staff to haul heavy materials with the new dump trailer.

Cameron Park Lake

- Staff continue to construct the perimeter fence around the Cameron Park Lake Disc Golf Course. Staff are also installing two culverts to help divert water into Deer Creek.

Parks and LLADs

- The department rented a hydraulic lift to decorate the Christmas tree at Christa McAuliffe Park prior to the virtual tree lighting event.
- Staff repaired a section of the large slide at Christa McAuliffe Park that had cracked due to wear and tear.
- The rock climbing wall at Rasmussen Park has cracked and is warped beyond repair. The department has order a different climbing amenity to install in its place.
- Cal Fire has been utilizing a contractor to perform some fire fuel reduction work at Royal Oaks Park. Low lying brush and dead/hazardous trees have been removed. Royal Oaks Park has never looked this good.

Community Center

- El Dorado County Election Department utilized the main hall as a voting center starting on Saturday October 31st through Tuesday November 3rd.
- Staff noticed a large leak on the gym roof. The leak was due to a repair in the past that failed. Gudgel/Yancey Roofing has since repaired the leak.
- Hillyard Janitorial resurfaced the gym floor the first week in November. This is a maintenance practice that needs to be performed every 2-3 years moving forward.

Cal Fire / Growlersburg

- The District received crews over the past month. Crews spent their time assisting staff with the installation of the perimeter fence at the Cameron Park Lake Disc Golf Course. They also spent a day cleaning up the shore line at Cameron Park Lake.