



## NEVADA COUNTY PLANNING DEPARTMENT REQUEST FOR PROPOSALS

### Proposition 68 – Per Capita Grant Program

#### **Purpose:**

To assist in meeting the park and recreation needs of Nevada County residents, the Planning Department is soliciting proposals for capital improvement projects from eligible Nevada County Per Capita Grantees who desire to develop a new or improve an existing recreation facility. Proposals will also be accepted for park land acquisition.

#### **Background:**

On June 5, 2018, voters passed Proposition 68 by 57.6 percent. The \$4 billion “Parks, Environment, and Water Bond Act of 2018” is detailed in Division 45 of the Public Resources Code. California Department of State Parks announced the availability of Proposition 68 – Per Capita Grant funds in July 2020. On December 15, 2020, Supervisors passed a resolution to accept the \$400,000 grant and agreed to the terms and conditions of the funding. At the same time, Supervisors authorized staff to submit an application to replace the Grass Valley Veterans Building floor for \$160,000 and utilize a RFP process for the remaining funds.

According to California Department of State Parks, entities that receive an allocation under the Per Capita program may transfer all or part of that allocation to another eligible entity, provided that certain requirements are met.

#### **Program Overview and Eligibility:**

##### **Eligible Entities**

Consistent with the California Department of State Parks Procedural Guide for the Per Capita Program - September 2020 Nevada County will accept applications from the following agencies: City of Grass Valley, Nevada City, Town of Truckee, Bear River PRD, Oak Tree RPD, Truckee-Donner RPD and Western Gateway PRD. Non-profit organizations and other special districts are not eligible to receive Per Capita funding but are encouraged to collaborate with an eligible grantee. In addition, applicants must have submitted the authorizing resolution shown on page 7 of the Procedural Guide for the Per Capita Program - September 2020.

##### **Eligible Projects**

Per Capita funding is intended to be used for capital outlay for recreational purposes, either acquisition or development. Eligible grantees may submit proposals for multiple projects. The County will not consider proposals for projects that exceed the available funding without the applicant providing details on the additional funding sources. Per Capita Grant guidelines stipulate that a project can only have one location. One proposal serving several parks will not be considered. Development projects must also be consistent with the park and recreation element of the grantee’s general or recreation plan.

Projects will be reviewed for consistency with the California Department of State Parks Procedural Guide for the Per Capita Program - September 2020 In addition, all proposals will be evaluated to

ensure that the project can be completed within the grant performance period and that the primary purpose of any facility constructed or improved must be public recreation.

Planning Department staff is available to provide preliminary feedback related to your project proposal prior to the application deadline. Please contact staff as early as possible in order to allow ample time for a response. The staff contact information is listed on the application instructions sheet (page 3).

### **Project Selection:**

Each proposal will be reviewed by an evaluation panel based on the proposal evaluation guidelines (see page 5). The Board of Supervisors will then hold a public hearing to consider the evaluation panel recommendations before granting a transfer request for a specific project. A minimum of one person authorized to represent the requesting agency must be present at the public hearing to provide project specific information to the Board as necessary. Following the public hearing, staff will notify all requesting agencies about the status of their proposal.

### **Allocation Transfer**

After proposals are selected, Nevada County shall provide State Parks with a resolution authorizing the transfer of the allocation. On or about the same time, transfer recipients must submit a resolution authorizing the receipt of funds.

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## **Application Instructions:**

Please follow the following instructions to ensure your application receives full consideration. These instructions are designed to ensure proposals are prepared in a consistent fashion to facilitate the evaluation process. **Due to COVID-19, Eligible Grantees are encouraged to submit documents digitally, as .pdf files.**

- Do not combine the Cover Letter and Project Application Form into one file. Each item (Cover Letter and Project Application Form) shall be attached as a separate digital file.
- Eligible Grantees may submit multiple Application Packets. An Application Packet will consist one (1) signed Cover Letter and one (1) completed Project Application Form. Proposals may address one component of a larger project. Separate Application Packets are required for different project locations.
- E-mail each Application Packet, consisting of the Cover Letter and Project Application Form to the Planning Director with the name of the Project in the Subject line of the e-mail.
- If submitting hard copies, number each page but do not staple any portion of the application packet (paper clips & binder clips are acceptable).
- Applications must be typed or printed legibly in blue or black ink on the form provided.
- Incomplete applications may result in disqualification or a substantial reduction in points.
- Documents or materials not specifically requested might not be reviewed or returned.
- Contact Brian Foss at (530) 265-1256 or [Brian.Foss@co.nevada.ca.us](mailto:Brian.Foss@co.nevada.ca.us) for further information.

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## **Contents of Proposal** (each proposal shall consist of the following items):

1.  **Cover Letter.** The cover letter shall be no more than one page and shall describe the project scope, cost and time table. Please make sure the letter also addresses the following:
  - Cost estimate and additional funding sources
  - Current project status and implementation schedule
  - Identify project partners and their role
  - Identify the target group(s) that will benefit from the proposed project.
  - What is the need in your community for the proposed project and is it a high priority for your agency and expected users.
2.  **Project Application Form.** The project application form must be completed and signed by an authorized representative from your agency/organization.

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## **Proposal Submission:**

All proposals must be submitted before 5:00 p.m. on Monday, March 15, 2021 to be considered.

**FAXED APPLICATIONS WILL NOT BE ACCEPTED.**

**Please e-mail the application packet to:** [Brian.Foss@co.nevada.ca.us](mailto:Brian.Foss@co.nevada.ca.us)

**If submitting hard copies, please mail them to:** Nevada County Planning Department  
Attention: Brian Foss  
950 Maidu Avenue, Suite 170  
Nevada City, CA 95959



NEVADA COUNTY PLANNING DEPARTMENT  
 Proposition 68 – Per Capita Grant Program  
**PROJECT APPLICATION FORM**

<b>PROJECT NAME:</b>		<b>REQUESTED AMOUNT:</b> \$	
<b>PROJECT LOCATION and ADDRESS:</b>		<b>PROJECT TYPE:</b> <input type="checkbox"/> LAND ACQUISITION <input type="checkbox"/> DEVELOPMENT <b>LAND TENURE?</b> <input type="checkbox"/> OWNED IN FEE SIMPLE <input type="checkbox"/> LEASE AGREEMENT REQUIRED	
<b>PROJECT DESCRIPTION/SCOPE:</b>			
<b>PROJECT IS CONSISTENT WITH GENERAL PLAN OR PARK &amp; REC MASTER PLAN?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO			
<b>PRE- CONSTRUCTION COSTS:</b>	\$	<b>MATCH REQUIRED?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>CONSTRUCTION COSTS:</b>	\$		
<b>TOTAL PROJECT COSTS:</b>	\$		
<b>GRANT FUNDS REQUESTED:</b>	\$		
<b>ADDITIONAL FUNDING SOURCES:</b>			
<b>PER CAPITA AUTHORIZING RESOLUTION APPROVED.</b> <input type="checkbox"/> YES <input type="checkbox"/> NO (If NO, when):			
<b>AUTHORIZED REPRESENTATIVE:</b> NAME: EMAIL: PHONE:		<b>AGENCY NAME &amp; MAILING ADDRESS:</b>	
<b>SIGNATURE OF AUTHORIZED REPRESENTATIVE</b> <i>I hereby certify that the following information is accurate and reflects our intended use of the requested funds.</i>			
<b>NAME and TITLE:</b>			
<b>SIGNATURE:</b>		<b>DATE:</b>	

## **Proposal Evaluation Guidelines**

*The following minimum qualifications must be met at the time of application submittal in order to be considered:*

### **Eligibility**

1. The project and applicant qualify for Per Capita Grant Funds.
2. The applicant has adequate tenure to, and site control of, properties to be improved.
3. The project is consistent with the applicant's General Plan or Park & Recreation Master Plan.
4. The project involves land acquisition or capital outlay and creates a new or significantly expands an existing recreational opportunity.
5. The project applicant has approved the Proposition 68 - Per Capita Grant Authorizing Resolution.

*Points will be awarded to proposals based on the following evaluation guidelines:*

### **Project Merit**

6. The funding requested is commensurate with the public benefit that will be created by the project.
7. The project will be made available for full and public use at little or no cost.
8. The project serves a severely disadvantaged community.
9. The project satisfies a currently unmet park and recreation need for the applicant's community.
10. The project will benefit a meaningful number of people.
11. The project is a high priority for the applicant and expected users.
12. The project budget is detailed, realistic, and cost-effective.
13. The project implementation schedule is realistic schedule for project completion.
14. The project details have been thoroughly developed.

### **Agency/Organization Commitment**

15. The applicant has dedicated or obtained funding from other sources to complete the project.
16. The applicant can successfully manage and complete the project within the time allotted by State Parks.
17. The applicant can provide long term public use of the project through on-going operation and maintenance activities.

### **Public Outreach**

18. The applicant solicited public input during the planning process and/or proposal development.
19. There is considerable community support for the project.
20. The applicant has established partnerships with other agencies/organizations to implement the project.



**CITY OF GRASS VALLEY ADMINISTRATION**

125 East Main Street, Grass Valley, CA 95945

Tim Kiser, City Manager

Taylor Day, Deputy City Clerk

Council Members

Ben Aguilar, Mayor

Jan Arbuckle, Vice Mayor

Hilary Hodge

Bob Branstrom

Tom Ivy

March 12, 2021

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Dear Mr. Foss,

In November 2020, the City of Grass Valley applied for \$177,952 in Per Capita Program grant funds to complete the Memorial Park Pool Building project. Our application was successful, and the contract was awarded in November 2020. Applying for a project already under construction allows the City to expedite the grant application process and receive funds quicker. When the City receives Per Capita Program grant funds, Measure E funds that were allocated to the project will be redistributed and available for other recreation projects. Additionally, Nevada County Per Capita funds that are to be passed through to the City will release additional Measure E funds for identified recreation projects. The City is requesting \$100,000 of the available Nevada County Per Capita funds to help fund a community need.

The City has elected to use the additional Measure E funds for the Scotten Field Improvement project. In 2019, the City of Grass Valley and Grass Valley School District entered into a Joint Facility Use Agreement that allows the City to program district fields for community use when school is out of session (evenings, weekends, holidays, summer). The Scotten School site has a large open grass field and the current condition of the field is poor and limits recreational activity and opportunity. The Scotten Field Improvement project would include regrading, renovating irrigation, and mending and overlaying sod; resulting in a top-quality natural surface playing field. The cost estimate for this project is \$400,000. The project is in the initial planning stage and if funded, could commence and be completed in the fall of 2021. Having just completed an identical field project at Mautino park in 2020, City staff is well prepared to implement this project. The City will partner with the School District and local athletic organizations to finalize a field design that provides the greatest opportunity for multiuse play.

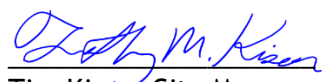
There is currently insufficient field space in Western Nevada County to support the needs of our community, and the poor condition of the fields that are available makes for an unsafe playing experience. Furthermore, the lack of available field space forces the local youth and adult athletic organizations to restrict their practice and game schedules, or they resort to cramming multiple teams on a single field. The Scotten Field Improvement Project will create a space large enough for two full size soccer fields, significantly increasing playable field availability in this area. The field improvements will not only help local athletic organizations, they will significantly benefit the School District and allow them to expand their general field use activities. Moreover, this project will improve the overall aesthetics of the school grounds so the district will be a more desirable destination for parents exploring school options in our area. City and County leaders alike recognize the importance of having high performing schools and quality facilities to attract young families to our community.

The improvement of Scotten Field and the existing onsite facilities will create a recreation hub for the community. Adjacent to the project site is a new synthetic turf field, playgrounds, basketball courts and Condon Park. The combined amenities at this site will allow for tournaments and special event opportunities for a variety of organizations. This project will attract new members to our community and provide a much-needed boost to the local economy.

Thank you for your consideration.

Please do not hesitate to contact me directly with any questions.

Sincerely,

  
Tim Kiser, City Manager



**NEVADA COUNTY PLANNING DEPARTMENT**  
**Proposition 68 – Per Capita Grant Program**  
**PROJECT APPLICATION FORM**

<b>PROJECT NAME:</b> Memorial Park Pool Building		<b>REQUESTED AMOUNT:</b> 100,000.00 \$	
<b>PROJECT LOCATION and ADDRESS:</b> 350 Race St. Grass Valley, Ca 95945		<b>PROJECT TYPE:</b> <input type="checkbox"/> LAND ACQUISITION <input checked="" type="checkbox"/> DEVELOPMENT <b>LAND TENURE?</b> <input checked="" type="checkbox"/> OWNED IN FEE SIMPLE <input type="checkbox"/> LEASE AGREEMENT REQUIRED	
<b>PROJECT DESCRIPTION/SCOPE:</b> Replace existing pool building (rest room, shower, locker rooms, office) with new pool building with similar features. Modify parking lot and landscaping.			
<b>PROJECT IS CONSISTENT WITH GENERAL PLAN OR PARK &amp; REC MASTER PLAN?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
<b>PRE- CONSTRUCTION COSTS:</b>	\$ 10,000.00	<b>MATCH REQUIRED?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
<b>CONSTRUCTION COSTS:</b>	\$ 1,135,252		
<b>TOTAL PROJECT COSTS:</b>	\$ 1,145,252		
<b>GRANT FUNDS REQUESTED:</b>	\$ 100,000		
<b>ADDITIONAL FUNDING SOURCES:</b> <b>City of Grass Valley</b>			
<b>PER CAPITA AUTHORIZING RESOLUTION APPROVED.</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If NO, when):			
<b>AUTHORIZED REPRESENTATIVE:</b> NAME: Tim Kiser EMAIL: timk@cityofgrassvalley.com PHONE: 530-274-4312		<b>AGENCY NAME &amp; MAILING ADDRESS:</b> City of Grass Valley 125 E Main Street Grass Valley, Ca 95945	
<b>SIGNATURE OF AUTHORIZED REPRESENTATIVE</b> <i>I hereby certify that the following information is accurate and reflects our intended use of the requested funds.</i>			
<b>NAME and TITLE:</b>	<b>Tim Kiser, City Manager</b>		
<b>SIGNATURE:</b>			<b>DATE:</b> 3/15/2021



# City of Nevada City

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March 12, 2021

Nevada County Planning Department  
Attn: Brian Foss  
950 Maidu Ave., Suite 170  
Nevada City, CA 95959

The City of Nevada City is grateful for the opportunity to apply for Prop 68-Per Capita Grant Funds. The project we are requesting funds for is Phase 1 of a larger project to make improvements to the playground at Pioneer Park. Phase 1 includes removal of existing equipment (which will be utilized in other areas of the park), and adding ADA equipment and surfacing. The cost for this project is \$53,000. The City will contribute \$13,000 toward the total project cost, so our request to the County is for \$40,000. The timeline on the project will depend on the funding for Phase 2. If another grant that the City is applying for is awarded (we would be notified by the end of summer 2021), both Phases will be worked on simultaneously and completed by March 2025. If the other grant project is not funded, Phase 1 will begin as soon as funding from this grant is available and the City anticipates that the work can be completed by December 2022.

The City had multiple public meetings during 2019 & 2020 to make a list of priority needs for Pioneer Park. The playground rose to the top on that priority list. The City also worked with volunteers from Nevada County Challenger League "Baseball for All" and the Nevada City Lions Club on choices of equipment and design of changes at the playground. The City will continue to work with these organizations throughout implementation of the project to insure that it meets the needs of the community. Basic plans for the project are completed and the City is ready to implement the project right away.

The playground equipment that has been chosen for this project is designed for ages 2-12. Although the equipment is designed for ADA access it is not exclusive to their use. All children in this age range can utilize and enjoy the equipment. The information that we received through our public workshops and conversations with Challenger and individual families tells us that the need for this amenity is high. Overall improvements to the playground have been on the City's priority list since 2012. The City has completed other projects on the playground, this would help us to move closer to the final goal.

Regards,

Joan Phillippe  
Interim City Manager





NEVADA COUNTY PLANNING DEPARTMENT  
 Proposition 68 – Per Capita Grant Program  
**PROJECT APPLICATION FORM**

<b>PROJECT NAME:</b> Playground Equipment & Surfacing		<b>REQUESTED AMOUNT:</b> \$ <b>40,000</b>
<b>PROJECT LOCATION and ADDRESS:</b> Pioneer Park 425 Nimrod St. Nevada City, CA 95959		<b>PROJECT TYPE:</b> <input type="checkbox"/> LAND ACQUISITION <input checked="" type="checkbox"/> DEVELOPMENT <b>LAND TENURE?</b> <input checked="" type="checkbox"/> OWNED IN FEE SIMPLE <input type="checkbox"/> LEASE AGREEMENT REQUIRED
<b>PROJECT DESCRIPTION/SCOPE:</b> Phase 1 of a project to add equipment, change surfacing and make additional improvements at the playground in Pioneer Park. Phase 1 includes the addition of ADA playground equipment and ADA accessible surfacing to the equipment.		
<b>PROJECT IS CONSISTENT WITH GENERAL PLAN OR PARK &amp; REC MASTER PLAN?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
<b>PRE- CONSTRUCTION COSTS:</b>	\$	<b>MATCH REQUIRED?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>CONSTRUCTION COSTS:</b>	\$ <i>53,000</i>	
<b>TOTAL PROJECT COSTS:</b>	\$ <i>53,000</i>	
<b>GRANT FUNDS REQUESTED:</b>	\$ <i>40,000</i>	
<b>ADDITIONAL FUNDING SOURCES:</b> n/a		
<b>PER CAPITA AUTHORIZING RESOLUTION APPROVED.</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If NO, when):		
<b>AUTHORIZED REPRESENTATIVE:</b> NAME: EMAIL: PHONE:		<b>AGENCY NAME &amp; MAILING ADDRESS:</b> City of Nevada City 317 Broad St. Nevada City, CA 95959
<b>SIGNATURE OF AUTHORIZED REPRESENTATIVE</b> <i>I hereby certify that the following information is accurate and reflects our intended use of the requested funds.</i>		
<b>NAME and TITLE:</b> <i>Joan Phillipe, Interim City Manager</i>		
<b>SIGNATURE:</b> <i>Joan L. Phillipe</i>		<b>DATE:</b> <i>March 12, 2021</i>



# City of Nevada City

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March 12, 2021

Nevada County Planning Department  
Attn: Brian Foss  
950 Maidu Ave., Suite 170  
Nevada City, CA 95959

The City of Nevada City is grateful for the opportunity to apply for Prop 68-Per Capita Grant Funds. The City is submitting two applications, in the case that there are enough funds for both projects. This application is our second priority and our playground application is the first priority.

The second project we are requesting funds for is a new roof for the Carriage House in Pioneer Park. The cost of the new roof is \$38,640.00 and the project can be completed within 90 days – weather allowing. If funding is made available and the bid process can be completed prior to the rainy season and weather cooperates, the City would be able to complete the project by fall of 2021.

The City's long term plan for this area of the park, is to move the carriages to the Nevada County Narrow Gauge Railroad Museum. Until we are able to construct a new home for the carriages at that location, they will stay on display at Pioneer Park. The City is able to start this project as soon as funds are available, as long as it is not during the rainy/winter season.

The City is working with the Nevada County Historical Society to create a space for the Carriages at the Museum. They also use the carriages for occasional displays or parades. The Historical Society would not be specifically involved with the re-roofing of the Carriage House, but will assist the City with ways to better display the carriages after the re-roofing. Once the carriages are moved to the Museum, the City hopes to use this space as a covered picnic area and also envisions it as a multi-use space where possible year round outdoor activities could take place. Such uses may include this being used as a "home base" for day camps during the summer or provide shelter for seasonal programs in the fall or winter.

Visitors to the park are frequently seen viewing the carriages on display. There is curiosity and wonder about the displays. Although the actual project of replacing a roof is not fanciful, it does protect this piece of Nevada County's history for all of our residents and visitors. The Carriage House was an idea in 1935 that came to fruition in 1977 when a drawing contest took place to design the Carriage House that stands at Pioneer Park today. The winner was announced in 1977, but the construction did not take place until 1980. Improvements to the Carriage House and moving the Carriages to the Museum has been on the City's priority list for Pioneer Park, since 2012.

Regards,

Joan Phillippe  
Interim City Manager



NEVADA COUNTY PLANNING DEPARTMENT  
 Proposition 68 – Per Capita Grant Program  
**PROJECT APPLICATION FORM**

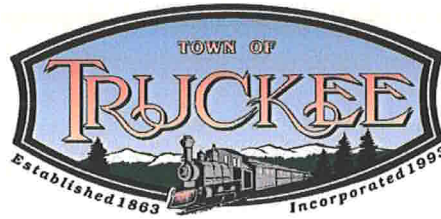
<b>PROJECT NAME:</b> Carriage House Re-roof		<b>REQUESTED AMOUNT:</b> \$ <b>38,640</b>
<b>PROJECT LOCATION and ADDRESS:</b> 425 Nimrod St. Nevada City, CA 95959		<b>PROJECT TYPE:</b> <input type="checkbox"/> LAND ACQUISITION <input checked="" type="checkbox"/> DEVELOPMENT <b>LAND TENURE?</b> <input checked="" type="checkbox"/> OWNED IN FEE SIMPLE <input type="checkbox"/> LEASE AGREEMENT REQUIRED
<b>PROJECT DESCRIPTION/SCOPE:</b> Re-roof the Carriage House at Pioneer Park		
<b>PROJECT IS CONSISTENT WITH GENERAL PLAN OR PARK &amp; REC MASTER PLAN?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
<b>PRE- CONSTRUCTION COSTS:</b>	\$	<b>MATCH REQUIRED?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>CONSTRUCTION COSTS:</b>	\$ 38,640	
<b>TOTAL PROJECT COSTS:</b>	\$ 38,640	
<b>GRANT FUNDS REQUESTED:</b>	\$ 38,640	
<b>ADDITIONAL FUNDING SOURCES:</b> None		
<b>PER CAPITA AUTHORIZING RESOLUTION APPROVED.</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If NO, when):		
<b>AUTHORIZED REPRESENTATIVE:</b> NAME: Joan Phillipe EMAIL: joan.phillipe@nevadacityca.gov PHONE: 530-265-2496 x119		<b>AGENCY NAME &amp; MAILING ADDRESS:</b> City of Nevada City 317 Broad St. Nevada City, CA 95959
<b>SIGNATURE OF AUTHORIZED REPRESENTATIVE</b> <i>I hereby certify that the following information is accurate and reflects our intended use of the requested funds.</i>		
<b>NAME and TITLE:</b>	Joan Phillipe, Interim City Manager	
<b>SIGNATURE:</b>	<i>Joan L. Phillipe</i>	<b>DATE:</b> <i>March 12, 2021</i>

Town Council

Anna Klovstad, Mayor

Courtney Henderson, Vice Mayor

David Polivy, Council Member  
Lindsay Romack, Council Member  
Jan Zabriskie, Council Member



Department Heads

Jen Callaway, Town Manager

Andy Morris, Town Attorney

Randall Billingsley, Chief of Police

Kim Szczurek, Administrative Services Director

Judy Price, Communications Director/Town Clerk

Daniel Wilkins, Public Works Director/Town Engineer

Denyelle Nishimori, Community Development Director

Brian Foss, Nevada County Planning Director  
950 Maidu Ave, Suite 170  
Nevada City, CA 95959

March 15, 2021

Dear Mr. Foss,

The Town of Truckee is please to submit the enclosed application for a Per Capita Grant fund transfer to support the construction of the West River Parkway. Located at 10257 West River Street, this project site is the former location of the Nevada County Maintenance Yard. The Town acquired the site from the County in 2004, completed environmental remediation, and is currently completing planning for a mixed-use redevelopment including the one-acre Parkway. This project is a high priority for the Town and Truckee community because it will provide much needed river access and green space within downtown Truckee. Community benefits include: providing civic space for informal gathering and small community events; enhancing bicycle and pedestrian connectivity between downtown and Truckee's trails; providing GHG benefits from tree planting and improving water quality from with LID infrastructure; and serving as a catalyst for downtown riverfront revitalization. Project details are provided below.

***Project Funding:***

The anticipated budget for the parkway, adjacent streetscape improvements and utility undergrounding is \$4.3 million. To date the Town has received three grants totaling \$927,952. The Town anticipates approximately \$600,000 in revenue from two commercial development components of the redevelopment and \$2.54 million from the Town's General Fund will be invested. We are requesting \$240,000 in Per Capita transfer funding to fully fund this project.

***Project Implementation:***

Public engagement regarding this project has included five community workshops, a community survey, and over ten Town Council meetings. Design is well underway and Town Council adopted a masterplan f in 2020. We anticipate construction drawing completion in 2021. Utility undergrounding and construction of the adjacent pedestrian bridge connection to the Legacy Trail is anticipated in the summer of 2022. Park construction will follow in summer through fall of 2023.

***Project Partners:***

*Truckee River Watershed Council-* Organizes Truckee River Day, which will provide in-kind support with planting  
*Truckee Litter Corps/ Truckee Day-* A volunteer litter program and annual cleanup event will provide periodic litter cleanup  
*Old Trestle Distillery and Truckee River Market-* Two commercial partners that have been selected to design, construct, and operate river-oriented food and beverage offerings to help activate the park.

***Target Audiences:***

The Town's goal is to operate a downtown Parkway that is an inclusive, accessible, and inviting neighborhood resource both for visitors and for Truckee's residents—including those who have limited access to other recreation destinations. The project is easily accessible, located 0.4 miles from the regional public transit hub and within two miles of 431 affordable housing units and approximately 400 mobile home units that primarily serve low-income residents. Strategically located at the junction between Downtown Truckee and the anticipated Truckee River Legacy Trail pedestrian bridge and Phase 4 trail segment, the park will be a critical hub for pedestrians and cyclists.

We appreciate the opportunity to apply for this fund transfer and thank Nevada County for your consideration.

Sincerely,

  
Jen Callaway  
Truckee Town Manager



**NEVADA COUNTY PLANNING DEPARTMENT**  
**Proposition 68 – Per Capita Grant Program**  
**PROJECT APPLICATION FORM**

<b>PROJECT NAME:</b> West River Parkway		<b>REQUESTED AMOUNT:</b> \$ 240,000	
<b>PROJECT LOCATION and ADDRESS:</b> 10257 West River Street Truckee, CA 96161		<b>PROJECT TYPE:</b> <input type="checkbox"/> LAND ACQUISITION <input checked="" type="checkbox"/> DEVELOPMENT <b>LAND TENURE?</b> <input checked="" type="checkbox"/> OWNED IN FEE SIMPLE <input type="checkbox"/> LEASE AGREEMENT REQUIRED	
<b>PROJECT DESCRIPTION/SCOPE:</b> <p>The West River Redevelopment Project is the planned redevelopment of a Town-owned riverfront parcel in downtown Truckee. Formerly used as the Nevada County maintenance yard, the Town acquired this 1.43-acre parcel in 2004 for the purpose of riverfront revitalization and redevelopment. Redevelopment is planned to include the river-oriented West River Parkway, two commercial components designed to embrace and activate the park and downtown riverfront, streetscape improvements, parking, and utility undergrounding. Approved by Town Council in 2020, the site master plan includes accessible trails, river overlooks, a variety of outdoor seating, and native and drought tolerant landscaping.</p> <p>This project has been a high priority for the Town and community for over a decade, and is intended to provide river and recreation access in the heart of downtown, enhance bicycle and pedestrian connectivity, and catalyze river corridor revitalization. The project is consistent with Truckee's General Plan, Downtown Specific Plan and Downtown River Revitalization Strategy.</p> <p>Additional project information is available at: <a href="http://www.townoftruckee.com/westriversite">www.townoftruckee.com/westriversite</a></p>			
<b>PROJECT IS CONSISTENT WITH GENERAL PLAN OR PARK &amp; REC MASTER PLAN?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
<b>PRE- CONSTRUCTION COSTS:</b>	<b>\$ 508,452</b>	<b>MATCH REQUIRED?</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>CONSTRUCTION COSTS:</b>	<b>\$ 3,800,000</b>		
<b>TOTAL PROJECT COSTS:</b>	<b>\$ 4,308,452</b>		
<b>GRANT FUNDS REQUESTED:</b>	<b>\$ 240,000</b>		
<b>ADDITIONAL FUNDING SOURCES:</b> Urban Greening Grant (\$500,000), Prop 68 Per Capita (\$177,952), Prop 68 RIRE (\$250,000), Property sale revenue (\$600,000 est.), Town of Truckee General Fund (\$2,540,500)			
<b>PER CAPITA AUTHORIZING RESOLUTION APPROVED.</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If NO, when):			
<b>AUTHORIZED REPRESENTATIVE:</b> NAME: Jen Callaway EMAIL: <a href="mailto:jcallaway@townoftruckee.com">jcallaway@townoftruckee.com</a> PHONE: (530)-582-2901		<b>AGENCY NAME &amp; MAILING ADDRESS:</b> Town Of Truckee 10183 Truckee Airport Road Truckee, CA 96161	
<b>SIGNATURE OF AUTHORIZED REPRESENTATIVE</b> <i>I hereby certify that the following information is accurate and reflects our intended use of the requested funds.</i>			
<b>NAME and TITLE:</b>	Jen Callaway, Truckee Town Manager		
<b>SIGNATURE:</b>	<i>Jen Callaway</i>		<b>DATE:</b> 3/10/21

## **COVER LETTER – Nevada County Per Capita Grant Application – TRUCKEE DOWNTOWN PARK**

The Downtown Truckee Park is a collaboration between the Truckee Donner Recreation & Park District and the Contractors Association Truckee Tahoe Community Projects (CATT CP). CATT CP is the non-profit partner for the project charged with identifying funds, in-kind labor, material donations, and volunteers to develop the outside area of the Truckee Community Art Center. To date all permits have been obtained from the various local authorities. The Truckee Donner Recreation & Park District (TDRPD) has completed renovations inside the Community Art Center which include new flooring, doors, painting and carpeting, as well as parking pavement and painting exterior of the building, investing over \$150,000 to complete these projects. Project cost is \$643,284. To date \$400,100 has been raised through grants, foundations, public donations, fund raisers and in-kind donations. Remaining balance to be raised through grants, fundraisers, in-kind construction donations, and naming rights.

This project is part of an overall exterior revitalization of the Community Art Center building owned and operated by TDRPD. The current outdoor space adjoining the Community Art Center (1/4 of an acre) is mostly asphalt, with some lawn and a small playground that does not conform to current code requirements. Attached are the plans for the project.

**The District is only requesting \$50,000, because it believes strongly that the available funds with Nevada County should be dispersed equally to all other eligible applicants.**

### **Proposal Guideline**

- 1 The Truckee Donner Recreation & Park District qualifies for per capita grant funds as a Recreation and Park District.
- 2 The subject property is owned by the Truckee Donner Recreation & Park District.
- 3 The project is consistent with the District's Master plan
- 4 The project is capital outlay and creates a new park for all ages in Downtown Truckee.
- 5 The District Board of Directors has approved the Proposition Per Capita Grant Authorizing Resolution (attached)
- 6 The requested funds are a portion of the overall project cost. The project will provide major public benefit.
- 7 The project will be open to the public at all times and there will be no cost to use the park.
- 8 The project does not directly serve a severely disadvantaged community as it is for the entire community, but there are populations in the community that are severely disadvantaged and will have access to the park.
- 9 The project is unique in Truckee as the community does not have a sensory community park. Additionally, the downtown area does not have a park where people can gather and come together. This park will help to revitalize the downtown area.
- 10 This park will provide access to thousands of people on a year-round basis including locals and visitors to our area. Small events like outdoor theater and concerts as well as weddings and parties can be accommodated in this park.
- 11 The Downtown Park is a high priority for the District and the revitalization of the Downtown area, as well as provide a program space for the many programs that are held at the Community Art Center. We expect hundreds of users to be using the park on a daily basis, including people in the downtown area and participants in the recreation programs at the Community Art Center.
- 12 The project budget is detailed, realistic and cost effective. All efforts have been made to get community donations not only in funds, but construction labor and materials as well. Additionally, all architectural services have been donated to the project.
- 13 The project completion schedule is realistic. Project to start in Spring/Summer of 2021 and completed by the end of fall, 2021.
- 14 The plans for the project are completed and ready to be implemented.
- 15 Various sources of funding have been obtained and committed from the following: Tahoe Truckee Community Foundation-\$10,000, Truckee Donner Public Utility District-\$20,000, Joseph Foundation-\$10,000, Martis Camp Community Foundation-\$10,000, Tahoe Mountain Resorts Foundation-\$5,000, Tahoe Forest Health System-\$5,000, Truckee Rotary Foundation-\$5,000, Truckee Tahoe Airport District-\$125,000, In-kind professional Services-\$152,000, In-kind labor and materials-\$210,000, Community Sale of Pavers-\$58,100, Auction Fundraiser-\$30,000.
- 16 The project will be completed in the fall of 2021 which meets the State Parks guidelines.
- 17 The project will be managed and maintained by the Truckee Donner Recreation & Park District.
- 18 The project has been on the TDRPD Board of Directors monthly meeting agenda since April, 2019.
- 19 As can be seen by all the donations from a multiple amount of agencies, foundations, and the general public, there is widespread support from the community.
- 20 The project has partnerships with other agencies and organizations to implement the project.



NEVADA COUNTY PLANNING DEPARTMENT  
 Proposition 68 – Per Capita Grant Program  
**PROJECT APPLICATION FORM**

<b>PROJECT NAME:</b> Truckee Downtown Park		<b>REQUESTED AMOUNT:</b> \$50,000 \$	
<b>PROJECT LOCATION and ADDRESS:</b> Truckee Community Art Center 10046 Church Street Truckee, CA 96161		<b>PROJECT TYPE:</b> <input type="checkbox"/> LAND ACQUISITION <input checked="" type="checkbox"/> DEVELOPMENT <b>LAND TENURE?</b> <input checked="" type="checkbox"/> OWNED IN FEE SIMPLE <input type="checkbox"/> LEASE AGREEMENT REQUIRED	
<b>PROJECT DESCRIPTION/SCOPE:</b> TRUCKEE DOWNTOWN PARK - an interactive and sensory community garden that is usable and accessible for all ages where people can come together to play, eat, listen, and relax in historic downtown Truckee. The project is part of an overall exterior revitalization of the Community Art Center. Park includes a 60-seat amphitheater, natural playgrounds for younger and older children, and a sensory garden with interpretive elements and interactive features. The landscape design includes murals, a meandering path, multiple play, interactive learning, and historic elements. This "core" downtown restoration and neighborhood project will offer a community gathering place, enhance community pride and support community economics.			
<b>PROJECT IS CONSISTENT WITH GENERAL PLAN OR PARK &amp; REC MASTER PLAN?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
<b>PRE- CONSTRUCTION COSTS:</b>	\$ 152,000	<b>MATCH REQUIRED?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
<b>CONSTRUCTION COSTS:</b>	\$ 491,284		
<b>TOTAL PROJECT COSTS:</b>	\$ 643,284		
<b>GRANT FUNDS REQUESTED:</b>	\$ 50,000		
<b>ADDITIONAL FUNDING SOURCES:</b> <small>Tahoe Truckee Community Foundation -\$10,000    Truckee Donner Public Utility District-\$20,000    Joseph Foundation-\$10,000    Martis Camp Community Foundation - \$10,000    Tahoe Mountain Resorts Foundation-\$5,000    Tahoe Forest Health System-\$5,000    Truckee Rotary Foundation-\$5,000    Truckee Tahoe Airport Dist.-\$125,000    In Kind Professional Services-\$152,000    In Kind Labor and Materials-\$210,000    Community Individuals Sale of Paver Bricks - \$58,100    Community Auction Fundraiser- Estimated \$40,000</small>			
<b>PER CAPITA AUTHORIZING RESOLUTION APPROVED.</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If NO, when):			
<b>AUTHORIZED REPRESENTATIVE:</b> NAME: Steve Randall EMAIL: steve@tdrpd.org PHONE: 530 550-4443		<b>AGENCY NAME &amp; MAILING ADDRESS:</b> Truckee Donner Recreation & Park District 10981 Truckee Way Truckee, CA 96161	
<b>SIGNATURE OF AUTHORIZED REPRESENTATIVE</b> <i>I hereby certify that the following information is accurate and reflects our intended use of the requested funds.</i>			
<b>NAME and TITLE:</b>	Steve Randall - General Manager		
<b>SIGNATURE:</b>	<i>Steve Randall</i>		<b>DATE:</b> 3/10/21

**Resolution Number: 2021 - 295**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRUCKEE-DONNER RECREATION AND PARK DISTRICT APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Truckee-Donner Recreation and Park District hereby:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the strategic plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the District will consider a range of actions that include, but are not limited to, the following:
  - (A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
  - (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
  - (C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
  - (D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.



(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).
9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).
10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and
11. Delegates the authority to the General Manager or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and
12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

**PASSED AND ADOPTED** by the Board of Directors of the Truckee Donner Recreation and Park District at a regular meeting of the Board held the 28<sup>th</sup> day of January, 2021.

I, the undersigned, hereby certify that the foregoing Resolution Number 2021-295 was duly adopted by the City Council following a roll call vote:

**AYES:** 5 (Hansford, Werbel, York, Tanner, Wasley)

**NOES:**

**ABSENT:**

**ABSTAIN:**

  
\_\_\_\_\_  
**Mark Wasley, Chair**  
**Truckee-Donner Recreation & Park District**

**ATTEST:**

  
\_\_\_\_\_  
**David Faris, District Clerk**  
**Truckee-Donner Recreation and Park District**

SCHOOL STREET

COMMUNITY ARTS BUILDING

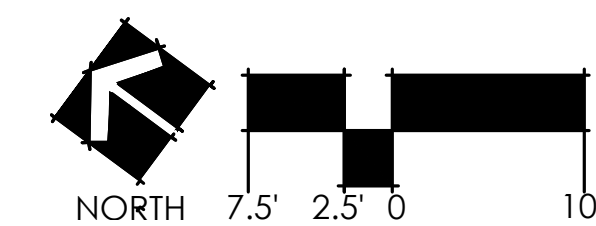
CHURCH STREET



**KEY:**

- 1 MAIN ENTRANCE
- 2 STUMPS
- 3 BOULDER SPIRAL MOUND
- 4 SEATWALLS
- 5 LOG AND BOULDER CLIMBER
- 6 GRASSY BOULDER MOUND
- 7 STEPS TO STAGE
- 8 ASPEN TREES FOR SHADE
- 9 STAGE
- 10 ADA ACCESSIBLE RAMP
- 11 ENTRANCE FROM PARKING
- 12 SHADED PICNIC AREA
- 13 AMPHITHEATER
- 14 PERENNIAL GARDEN
- 15 SHADED SEATING AREA
- 16 PAVER PATHWAY WITH RIVER PATTERN
- 17 VERTICAL GREEN WALL
- 18 SENSORY WALKWAY
- 19 GRASSY MOUND
- 20 SENSORY GARDEN
- 21 PAVER WALKWAY CONNECTION TO TROUT CREEK POCKET PARK

COMMUNITY ARTS CENTER  
CONCEPT PLAN



  
**HIGH WEST**  
 LANDSCAPE ARCHITECTS

PERSPECTIVE I  
AMPHITHEATER



PERSPECTIVE II  
ENTRY FROM CHURCH ST.



CONCEPT



INTERACTIVE LEARNING ELEMENTS



PATH / RIVER CONCEPT



AMPHITHEATRE



SHADE STRUCTURES



NATURAL PLAYGROUNDS

