## **Heber Public Utility District**

## REPORT TO BOARD OF DIRECTORS

MEETING DATE: September 16, 2021

FROM: Laura Fischer, General Manager

**SUBJECT:** Authorize the submittal of an Application for Per Diem Grant for

Children's Park Project

## ISSUE:

Shall the Board of Directors authorize the submittal of the application fo Per Capita Grant funds to be used at Children's Park Project?

## **GENERAL MANAGER'S RECOMMENDATION:**

It is recommended that the Board of Directors authorize the submittal of the application fo Per Capita Grant funds to be used at Children's Park Project.

## **FISCAL IMPACT:**

The HPUD will receive \$177,952 in funding to be used for the Children's Park Improvement Project.

#### **DISCUSSION:**

In July 2021, the HPUD Board adopted Resolution 2021-04 establishing reserves to be used for various capital improvement projects. At that time, the Board authorized the Per Capita Grant Funds to be used for the Children's Park Project. The Children's Park Project had a gap in funding, which would require scaling back on some equipment or features of the park improvements. The HPUD Board recognized the need for additional funding and allocated the Per Capita Grant Funds toward meeting the funding gap.

#### **CONCLUSION:**

As the HPUD's reserve resolution allocates the Per Capita funds for the Children's Park Improvement Project, staff has prepared the application and all required backup materials for submittal to the State Parks Program administration.

## **RECOMMENDATION:**

Staff recommends authorizing the submittal of the Per Capita grant application for the Children's Park Improvement Project.

Respectfully Submitted,

Laura Fischer, General Manager

Attachment: State Park Per Capita Gran Application



## **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 #
<b>V</b>		Application Packet Checklist Digital file name: checklist.pdf	Pg. 11		Pg. 1
<b>1</b>		Application Digital file name: application.pdf	Pg. 12	<b>V</b>	Pg.2
		Development Project Scope/Cost Estimate, <i>or</i> Digital file name: devscope.pdf	Pg. 19	V	Pg. <u>3</u>
	<b>V</b>	Acquisition Requirements Digital file names: acqscope.pdf & acqdocs.pdf	Pg. 14		Pg
V		Funding Sources Form Digital file name: fundingsources.pdf	Pg. 20	<b>V</b>	Pg.4
<b>V</b>		Per Capita Match Calculator Digital file name: match.pdf	Pg. 13	V	Pg. <u>5</u>
		CEQA Compliance Certification  Digital file name: ceqa.pdf	Pg. 21	V	Pg. <u>6-7</u>
<b>V</b>		Land Tenure documentation Digital file names; ownershlp.pdf or nonownershlp.pdf	Pg. 21		<sub>Pg.</sub> 8-10
	<b>V</b>	Sub-Leases or Agreements Digital file name: otheragreements.pdf	Pg. 24		Pg
		Site Plan Digital file name: siteplan.pdf	Pg. 24		Pg. <u>11</u>
	•	GHG Emissions Reduction Worksheet (at completion) Digital file name: emissions.pdf	Pg. 24		Pg
		Photos Digital file name: photos.pdf	Pg. 24		Pg. <u>12</u>



## Per Capita Project Application Form

PROJECT NAME Children's Park Improvement Project	REQUESTED GRANT AMOUNT \$ 177,952		
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)  \$ N/A		
Children's Park 39 Crane Lane	LAND TENURE (☑ all that apply)  Owned in fee simple by GRANTEE		
Heber, CA 92249	Available (or will be available) under a ( ) year lease or easement		
NEAREST CROSS STREET Grand Avenue, Heber, G	Ca 92249		
Project Type (Check one) Acquisition	Development 🗸		
COUNTY OF PROJECT LOCATION County of Impe	rial		
GRANTEE NAME AND MAILING ADDRESS Heber Public Utility District 1078 Dogwood Road, Suite 103, Heber, CA 92249			
AUTHORIZED REPRESENTATIVE AS SHOWN IN F	RESOLUTION		
Name (typed or printed) and Title En	nail address Phone		
Laura Fischer, General Manager Ifische	er@heber.ca.gov 760-482-2440		
GRANT CONTACT-For administration of grant (if dif	ferent from AUTHORIZED REPRESENTATIVE)		
Name (typed or printed) and Title En	nail address Phone		
Same			
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			
Jaura Josephi	9-9-21		
Print Name: Laura Fischer	09/09/2021		
Title: General Manager			



## **Development Project Scope/Cost Estimate Form**

Heber Public Utility District Children's Park Improvements					
Development project scope (Describe the project in 30 words or less):  Contribute to the improvements to Children's Park to include renovate existing playground, new play equipment, new restrooms, new splash pad and new bioswale with landscaping.					
Project S	Scope Items	- □ all that a	apply:		
Install new	Renovate existing	Replace existing	Recreation Element		
<b>V</b>			Pool, aquatic center, splash pad		
<b>V</b>	Trails or walking paths				
V	Landscaping or irrigation				
	<b>V</b>		Group picnic, outdoor classrooms, other gather	ing spaces	
V	Play equipment, outdoor fitness equipment				
Sports fields, sports courts, court lighting					
Community center, gym, other indoor facilities					
Restroom, concession stand					
Other:					
Other:					
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 \$177,952.00					
Total PROJECT cost \$177,952.00					
Subtract GRANTEE match if not in severely disadvantaged community Less match (20% of total PROJECT cost, see page 13)					
Total GRANT amount requested \$177,952.00					
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.					
Laura Jescher 9-9-21					
AUTHO	RIZED REP	RESENTA	TIVE Signature	Date	
Laura Fischer, General Manager					

Print Name and Title



#### **Funding Sources Form**

GRANTEE:	PROJECT Name
Heber Public Utility District	Children's Park Improvement Project

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
1	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:
l a	rger project cost: \$952,952 Anticipated completion date: 08/2022

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	\$ <sub>177,952</sub>
Statewide Parks Program Grant SW-13-004 2018 Parks Bond Act	July 1, 2018	\$700,000
Heber Public Utility District - Funding Resolution 2021-04	July 15, 2021	\$75,000

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 abovementioned GRANT is true and correct to the best of my knowledge.

AUTHORIZED REPRESENTATIVE Signature

Date

Laura Fischer, General Manager

Print Name and Title

# California State Parks Per Capita Match Calculator

Project ID: 104955 Coordinates: 32.7313, -115.5313 Date: 9/9/2021

This is the Per Capita Match Report for the site you have selected. Please review to ensure that the pin lies within the boundaries of an existing or proposed park, and submit to OGALS with your Project Application.

#### PROJECT AREA STATISTICS

County Imperial

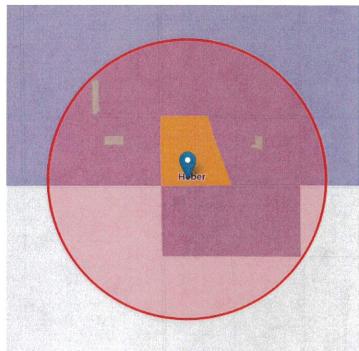
Median Household Income \$49,486

Agency Type County/Regional Park District

The project serves a Severely Disadvantaged Community.

Match is NOT required.





Park or Preserved Area
 Disadvantaged Community
 Severely Disadvantaged Community
 No Data

#### REPORT BACKGROUND

The project statistics have been calculated based on half mile radius around the point location selected. Only park acres within the project area's half mile radius are reported.

Population and people in poverty are calculated by determining the percent of any census block-groups that intersect with the project area. The project area is then assigned the sum of all the census block-group portions. An equal distribution in census block-groups is assumed. Rural areas are calculated at a census block level to improve results.

Median household and per capita income are calculated as a weighted average of the census block- group values that fall within the project area. More information on the calculations is available on the methods page.

Demographics—American Community Survey (ACS) 5-year estimates 2014-2018; Decennial 2010 Census; the margin of error (MOE) was not analyzed.

Parks—California Protected Areas Database 2020a CFF adjusted (6/2020) - more information at <a href="http://www.CALands.org">http://www.CALands.org</a>. Parks and park acres area based on best available source information but may not always contain exact boundaries or all parks in specific locations. Parks are defined further in the 2015 SCORP (pg. 4).

Users can send updated information on parks to SCORP@parks.ca.gov





## **Land Tenure Checklist**

GRANTEE: Heber Public Utility District		Jtility District	PROJECT Name Children's Park Improvement Project		
<b>1</b>	Page	Required Item			
~		Type of agreement: For example: lease, joint powers agreement, easement, memorandum of understanding, etc.  Heber Public Utility District OWNS the property fee simple since 1974.			
		Parties to the agreement (land owner must be public agency or utility) and date signed:  Party  Date Signed			
		Term of the agreement: years			
		<ul> <li>Agreement end date:</li> <li>Grant amounts up to \$100,000 require at least 20 years of land tenure.</li> <li>Grant amounts above \$100,000 require at least 30 years of land tenure.</li> <li>The land tenure requirement begins on July 1, 2018.</li> <li>Renewal option: Must include an option, which can be non-binding, for the GRANTEE to renew the agreement beyond the original 20 or 30 year term.</li> </ul>			
		<ul> <li>Termination clause: Any of the following is acceptable:</li> <li>No termination clause – the agreement is non-revocable.</li> <li>Termination clause specifies the agreement is revocable only for cause.</li> <li>The termination clause cannot allow the land owner to revoke the agreement without cause, i.e., at will.</li> </ul>			
		<ul> <li>Site Control, Roles and Responsibilities should the grant be awarded, the agreement:</li> <li>Authorizes the Grantee to proceed with the construction PROJECT. The Grantee may delegate construction to other entities.</li> <li>Establishes when the general public can use the PROJECT and gives Grantee permission to operate the PROJECT site (such as scheduling recreational programs). The Grantee may delegate operational roles to other entities but is bound through the contract provisions to ensure full public access for the duration of the land tenure period.</li> <li>Identifies which entity will maintain the PROJECT site. The Grantee may delegate maintenance to other entities but is bound through the contract provisions to ensure maintenance of the PROJECT site for the duration of the land tenure period.</li> </ul>			

## **Full Property Details Imperial County**

## PROPERT DETAIL

Parcel#(APN):

054-352-022

Use Description: HXXX,X

Parcel Status:

A

Owner Name:

HEBER PUBLIC UTILITY DISTRICT

Mailing Addr:

C/O RODRIGUEZ AGUSTIN, PO BOX H, HEBER CA 92249

Situs Addr:

39 CRANE LN, Heber CA 92249

Legal Description:

LOT 3 BLK 6 HEBER PARK NORTH TR 818 AMENDED TSTE OF HEBER

Latitude:

32.7313314500

Longitude:

-115.531258040

**ASSESSMENT** 

Total Value:

0.00

Use Code:

HXXX,X

Zoning:

HXXX

Land Value:

Other Value:

Exempt Amt:

.00

Tax Rate Area:

066002 Impr Type:

Impr Value:

.00 0

Year Assd:

Price/Sqft: 0.00

% Improved:

NaN

Property Tax: Delinquent Yr:

Exempt Codes:

Sale 3

**Transfer** 

**SALEHISTRY** 

Sale 1

Sale 2

Recording Date:

1974-10-17 00:00:00

Recording Doc:

197413680418

Rec. Doc Type:

Transfer Amount: Seller (Grantor):

1st Trst Dd Amt:

Code 1:

2nd Trst Dd Amt:

Code 2:

## PROPERTY CHARACTERISTIC

Lot Acres:

.00

Year Built:

Fireplace:

Lot SqFt:

18,074.90

Effective Yr:

A/C:

Bldg/Liv Area: Units:

Total Rooms: Bedrooms:

Heating: Pool:

Buildings:

Baths (Full):

Flooring:

Stories:

Baths (Half):

Park Type:

Style: Construct: Bsmt SqFt: Garage SqFt:

Other Rooms:

Spaces: Site Influence:

Quality:

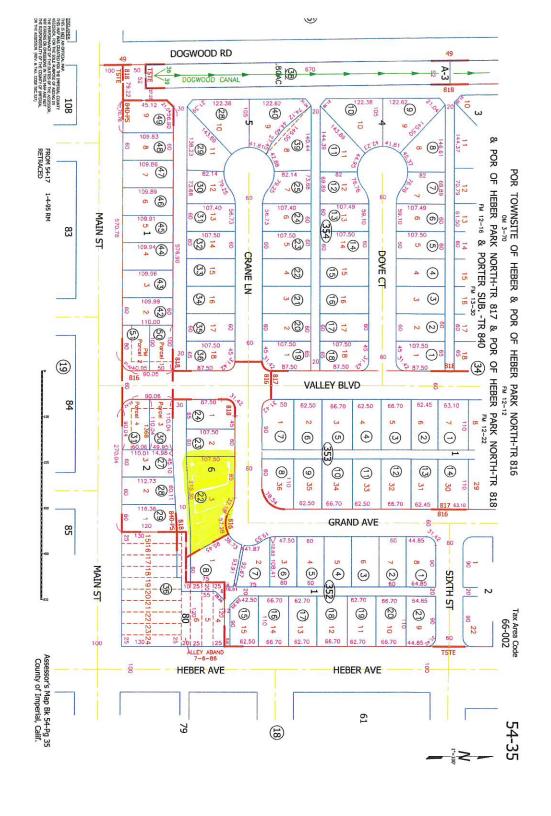
Other:

Timber:

Ag Preserve:

**Building Class:** Condition:

<sup>\*\*\*</sup>The information provided here is deemed reliable, but is not guaranteed.



## **CEQA Compliance Certification**

GRANTEE: Heber Public Utility District
Project Name: Children's Park Improvement Project
Project Address: 38 Crane Lane, Heber, CA 92249
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: Heber Public Utility District
Contact Person: Laura Fischer
Mailing Address: 1078 Dogwood Road, Suite 103, Heber, CA 92249
Phone: (76) 482-2440 Email: lfischer@heber.ca.gov
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.
Faura Mdur 7-9.2/
AUTHORIZED REPRESENTATIVE Signature Date
Laura Fischer, General Manager
Print Name and Title
FOR OGALS USE ONLY  CEQA Document Date Received PO Initials  NOE NOD

## **Notice of Exemption**

Appendix E

To:	Office of Planning and Research P.O. Box 3044, Room 113	From: (Public Agency): Heber Public Utility District_ 1078 Dogwood Road, Suite 103		
	Sacramento, CA 95812-3044	Heber, CA 92249		
County Clerk County of: Imperial 940 Main Street, Suite 202 El Centro, CA 92243		(Address)		
-	ect Title: Children's Park Renovation Pro			
Proje	ect Applicant: Heber Public Utility Distri	ict		
-	ect Location - Specific: e proposed project is located at 39 Cra	ne Ct in Heber California.		
-	ect Location - City: <u>Heber</u> cription of Nature, Purpose and Beneficiaries	Project Location - County: Imperial s of Project:		
proje proje enha	ct consists of replacing playground equipme ct is to beautify the existing park and provide nce the community's quality of life.	the Heber Utility District's existing Childrens Park. The ent and construction of a Splash Pad. The purpose of this the community with more recreational activites that will		
Nam	e of Public Agency Approving Project: Het	per Public Utility District		
Nam	e of Person or Agency Carrying Out Project	Heber Public Utility District		
	mpt Status: (check one):  Ministerial (Sec. 21080(b)(1); 15268);  Declared Emergency (Sec. 21080(b)(3))  Emergency Project (Sec. 21080(b)(4); 1  Categorical Exemption. State type and statutory Exemptions. State code number	5269(b)(c)); section number: 15302 Replacement of Existing Facilities		
Reas	sons why project is exempt:	6		
struc	ture with a new structure of substantially the	irements for the replacement or construction of a commercial e same size, purpose, and capacity. The proposed project involves struction of restroom, splash pad, and other minor improvements.		
	Agency act Person: Laura Fischer	Area Code/Telephone/Extension: (760) 482-2440		
2	1) 10:0	he public agency approving the project? ☐ Yes ☐ No		
Sign		Date: 7-24-19 Title: General Manager		
	☑ Signed by Lead Agency ☐ Signed			
	ty cited: Sections 21083 and 21110, Public Resourc nce: Sections 21108, 21152, and 21152.1, Public Re			
		JUL 2 6 2019		
		IMPERIAL COUNTY CLERK-RECORDER		

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Revised 2011

**CALIFORNIA** 

## **CEQA Compliance Certification**

GRANTEE: Heber Public Utility District
Project Name: Children's Park Improvement Project
Project Address: 38 Crane Lane, Heber, CA 92249
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: Heber Public Utility District
Contact Person: Laura Fischer
Mailing Address: 1078 Dogwood Road, Suite 103, Heber, CA 92249
Phone: (76) 482-2440 Email: lfischer@heber.ca.gov
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.
Faura Mdur 7-9.2/
AUTHORIZED REPRESENTATIVE Signature Date
Laura Fischer, General Manager
Print Name and Title
FOR OGALS USE ONLY  CEQA Document Date Received PO Initials  NOE NOD

