



## Meeting Minutes

### CITY OF SHASTA LAKE PARKS & RECREATION ADVISORY COMMISSION SPECIAL MEETING

Larry J. Farr Community Center  
4499 Main Street  
Shasta Lake, California

Wednesday, February 16, 2022 at 4:30 pm

#### 1.0 CALL TO ORDER

Secretary Coates called the meeting to order at 4:30 pm

Commissioners were introduced.

Commissioners Present: Greenwood, Hewitt, Smith, Thompson, and Zeller

Commissioners absent: None

Staff: Community and Economic Development Manager Whitney Zeller, City Manager Jessaca Lugo, and City Clerk Toni Coates.

#### 2.0 PUBLIC COMMENT: None

#### 3.0 REGULAR AGENDA:

3.1 Nominations and appointment of new Chair and Vice Chair for the 2022 calendar year.

By motion made/seconded (Hewitt/Thompson), and carried, Rose Smith was selected as Chair.

By motion made/seconded (Smith/Zeller), and carried, David Thompson was selected as Vice Chair.

3.2 Discussion and possible action to make a recommendation to the City Council regarding establishing a new day, time, and location for regular meetings of the Parks and Recreation Advisory Commission.

The Commission came to a consensus that the recommendation to be made to City Council is to set the regular meeting schedule of the Parks and Recreation Advisory Commission for the 2<sup>nd</sup> Thursday of each month at 4:30 PM in the Larry J. Farr Community Center. Public Workshops to be scheduled according to the special meeting rules of the Municipal Code. It was agreed that public workshops would take place after 5:00 PM.

3.3 Receive an Overview of Current Parks and Recreation Projects including the Akard Dog Park, American Plan Act Funds, and the California Parks and Recreation Per Capita Program.

Commissioners received and discussed the Overview Report.

3.4 Provide feedback on community outreach opportunities, including two to three community meetings, and outreach to schools regarding potential ARPA parks and recreation projects.

Commissioners received a report and discussed various ways to do community outreach, including surveys, social media, and public workshops. They spoke about involving youth (schools) and seniors as stakeholders for public workshops, as well as other identified stakeholders and current parks users (SDA Little League, Boomtown BMX, etc.)

#### 4.0 REPORTS AND COMMENTS:

4.1 Commission Comments

Commissioners spoke regarding different features they would like to see in parks and possible future agenda items.

4.2 Staff Comments

**5.0 ADJOURNMENT**

Chair Smith adjourned the meeting at 5:44 p.m.

Prepared by:

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TONI M. COATES, CMC  
CITY CLERK/COMMISSION SECRETARY



Report and Recommendations  
Reviewed and Approved

*Jessaca Lopez*

City Manager

3.3

## AGENDA ITEM

### Parks and Recreation Advisory Commission

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**TO:** Parks and Recreation Advisory Commissioners

**FROM:** Whitney Zeller, Community and Economic Development Manager

**DATE:** February 16, 2022

**SUBJECT:** Receive an Overview of Current Parks and Recreation Projects including the Akard Dog Park, American Rescue Plan Act Funds, and the California Parks and Recreation Per Capita Program.

**FILE NO.:**

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#### **RECOMMENDATION:**

Receive an overview of current parks and recreation projects.

#### **BACKGROUND:**

The City currently has two established projects and one funding source that will fund projects to be determined. The Parks and Recreation Advisory Commission will assist in facilitating public outreach on projects within their purview, as well as providing recommendations to City Council regarding these projects.

#### **Shasta Lake Dog Park**

The Shasta Lake Dog Park will be implemented at the Akard Park site off of Pine Grove Avenue. The project is planned to be advertised for bids by the end of February. Construction is anticipated to start in May and be completed by June 30, 2022. The project will include fencing demolition, installation of a new chain link fence, chain link gates, concrete sidewalk, benches, waste bins, ADA parking, and watering stations with a dog bowl feature. The Parks Department will plan shade trees once construction is completed. The approximate cost to complete the project is \$100,000.

#### **California Parks Per Capita Program**

The California Parks and Recreation Per Capita Program is funded through the Parks and Water Bond Act of 2018 (Proposition 68). Funds were offered to local governments on a per capita basis for local park rehabilitation, creation, and improvements. The City of Shasta Lake received an allocation of \$177,952. The City Council assigned the funds to be used for renovation of the Wynn

Price and Bizz Johnson ball parks. Improvements will include renovation of existing bathroom and concession stand, backstop/net, batting cage, and storage shed at Wynn Price Ball Park, and renovation of existing concession stand and replacement of bleachers at Bizz Johnson Ball Park. The City has submitted all application materials to the State Parks and Recreation Department and anticipates a contract to be executed with the State by June 2022. Projects must be completed by December 2023.

### American Rescue Plan Act Funding

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) of 2021 into law. The \$1.9 trillion economic recovery package, based on President Biden's American Rescue Plan, is intended to provide financial aid to families, governments, businesses, schools, non-profits and others impacted by the COVID-19 public health crisis. The City of Shasta Lake is currently expected to receive \$2.49 million. It is anticipated that funds will be received in 2 equal installments one year apart with the first allocation received on 07/14/2021 (\$1,245,505), and the final installment expected one year later in 2022. All funds must be allocated by the end of calendar year 2024. Current regulations allow local governments to utilize funds in the following ways:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Ineligible uses prohibit deposits into pension funds, debt service, legal settlement or judgments, deposits to rain day funds or financial reserves

City Council appropriated \$100,000 of the awarded ARPA funds to support local non-profits in their recovery from the COVID-19 pandemic, and established an Ad Hoc Committee to review eligible opportunities to allocate the remaining \$2.39 million.

On September 29, 2021 the ARPA Ad Hoc Committee held a meeting open to the public where they provided an overview of the ARPA funding, and reviewed eligible funding activities.

The following aspects were considered in the conversation:

- This is **one time funding** and should be prioritized for programs/projects not eligible under other federal and state programs.
- The City and public need to stay mindful of operational costs and the ability to sustain funded programs/projects.

Members of the public and staff discussed various projects and programs ranging from youth programs, park and recreation projects to restoration of historical sites. One common scope that was popular amongst the attendees was the need to fund park improvements and expand the footprint of our parks system and add additional park features.

At their November 16, 2021 meeting, City Council provided direction to staff to designate the ARPA funds to be used for Parks and Recreation Projects and to work with the ARPA Ad Hoc Committee, Parks and Recreation Committee, Youth, and the General Public to host community workshops to seek public input and determine park projects to prioritize for this funding.

**FISCAL IMPACTS:**

There is no financial impact for receiving this information.

**ATTACHMENTS:**

**DISTRIBUTION:**

Parks and Recreation Advisory Commission



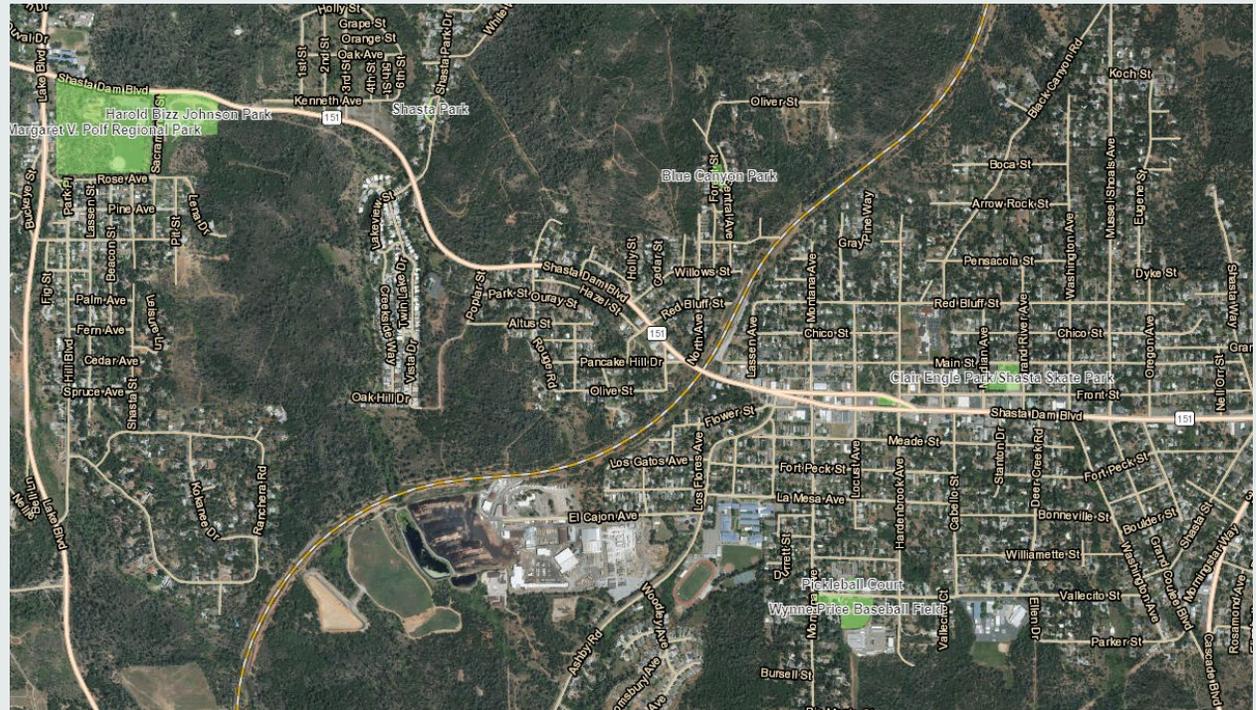
# Update on Current Parks Projects

Whitney Zeller

Community and Economic  
Development Manager

# City of Shasta Lake Parks and Recreation Spaces

- 8 Parks
- Pickleball Courts
- Skate Park
- Ball Fields
- BMX Track
- Picnic/BBQ Areas
- Outdoor Performance Stage
- Playgrounds
- Community Center



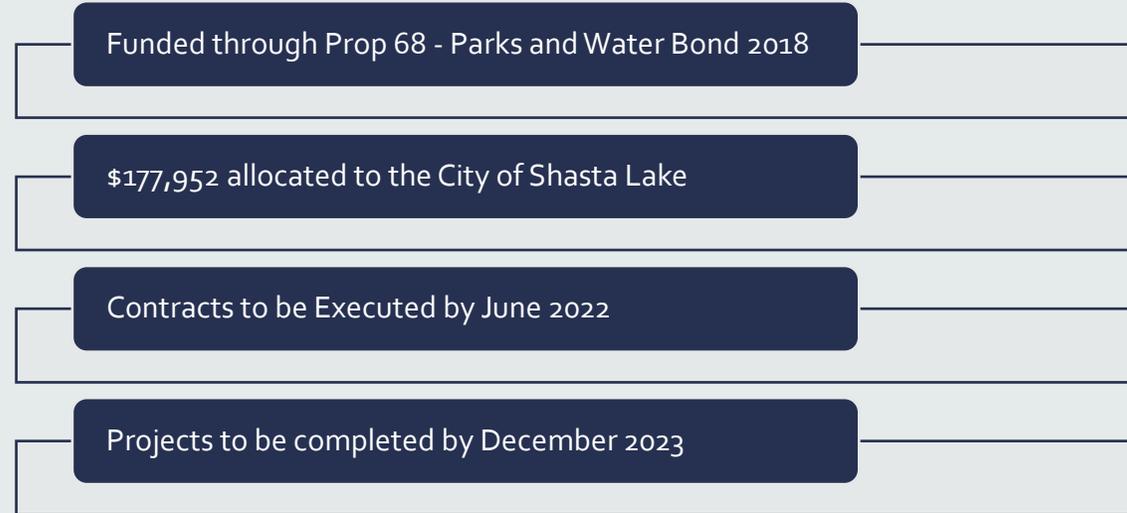
# Shasta Lake Dog Park

Construction estimated to begin May 2022

Estimated completion by June 30, 2022

Approximate Cost: \$100,000

# California Parks Per Capita Program



# American Rescue Plan Act (ARPA) Funding

\$1.9 trillion economic recovery package

- Intended to provide financial aid to families, governments, businesses, schools, non-profits and others impacted by the COVID-19 public health crisis

Questions?



Report and Recommendations  
Reviewed and Approved

*Jessaca Lopez*

City Manager

3.4

## AGENDA ITEM

### Parks and Recreation Advisory Commission

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**TO:** Parks and Recreation Advisory Commissioners

**FROM:** Whitney Zeller, Community and Economic Development Manager

**DATE:** February 16, 2022

**SUBJECT:** Provide Feedback on Community Outreach Opportunities, Including Two to Three Community Meetings, and Outreach to Schools Regarding Potential ARPA Parks and Recreation Projects

**FILE NO.:**

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#### **RECOMMENDATION:**

Provide feedback on community outreach opportunities.

#### **BACKGROUND:**

The City of Shasta Lake received approximately \$2.49 million of American Rescue Plan Act (ARPA) Funds to aid in the recovery from the COVID-19 public health crisis. At their November 16, 2021 meeting, City Council provided direction to staff to designate the ARPA funds to be used for Parks and Recreation Projects and to work with the ARPA Ad Hoc Committee, Parks and Recreation Committee, Youth, and the General Public to host community workshops to seek public input and determine park projects to prioritize for this funding.

The City anticipates facilitating 2 to 3 community meetings to receive public input on potential projects. These meetings will be an opportunity for the community to review and participate in surveys, provide feedback and propose projects, and prioritize community needs that can be met with specific projects. Other outreach opportunities include a survey to be distributed at schools and completed by students, a household survey open to all residents, and stakeholder involvement with local sports groups, youth organizations, and local non-profits. The Parks and Recreation Commission will assist in facilitating these outreach efforts and guiding the conversation with the community to ensure that selected projects will provide the most extensive benefits to the community.

#### **FISCAL IMPACTS:**

There is no financial impact for receiving this information.

**ATTACHMENTS:**

**DISTRIBUTION:**

Parks and Recreation Advisory Commission

# ARPA Community Outreach

Whitney Zeller

Community and Economic  
Development Manager



# Community Outreach Opportunities

Community Meetings

School Survey

Household Survey

# Community Meetings

2 to 3 meetings with dates to be selected



Agenda/Tops to be discussed

School survey results

Household survey

Community feedback and proposed projects

Prioritization of proposed projects



# School Survey



## Parks and Recreation Use and Needs Survey - School Age

The City of Shasta Lake is looking for input on existing Parks and Recreation facilities and potential future projects

 [kreidcosl@gmail.com](mailto:kreidcosl@gmail.com) (not shared) [Switch account](#)



\* Required

What is your age group? \*

- 10-14 Years
- 15-18 Years
- 18 or more years

# School Survey

How often over the past 2 years have you used the following parks and recreation facilities? \*



	Never or Very Rarely Used	Light Use (once a month)	Moderate Use (once a week)	Regular use (2-3 times a week)	Frequent Use (4 or more times a week)
Clair Engle Park and Skatepark	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Margaret Polf Park & Boomtown BMX	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bizz Johnson Ball Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wynn Price Park and Baseball Field	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Akard Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Shasta Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Blue Canyon Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pickleball and Tennis Courts Complex	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

# School Survey

What park and recreation amenities do you use most often (select all that apply)

\*

- Playgrounds
- Picnic/Grass Areas
- Sports Fields/Courts/Tracks
- Walking Paths/Trails
- None
- Other: \_\_\_\_\_

What park and recreation features would you like to see more of in our community (rate from 1 to 5) 1=Not Interested 5=Very Interested \*

	1	2	3	4	5
Basketball Courts	<input type="radio"/>				
Upgraded Skatepark Facilities	<input type="radio"/>				
Water Features/Splash Pads	<input type="radio"/>				
Updated Playground Equipment	<input type="radio"/>				
Outdoor Exercise Equipment	<input type="radio"/>				
Walking Trails/Paths	<input type="radio"/>				
Picnic/BBQ Areas	<input type="radio"/>				

# School Survey

What do you like about our existing parks and recreation facilities? \*

Your answer

What would you like to see improved in our parks and recreation facilities? \*

Your answer

# Household Survey

- Open to all residents
- Advertise on City website and social media
- Include information from school survey with additional household information
  - Household Type (retiree, school age family, working adults, other)
  - How long has your household lived in the Shasta Lake area
  - Age Group
  - Existing use of parks and recreation amenities
  - Current satisfaction
  - Future needs forecast



# Stakeholder Involvement

- Outreach and participation from local stakeholders
  - Sports Groups
  - Youth Organizations
  - Local Non-Profits



Questions?