


Agenda Report Reviewed by:  
City Manager: 

CITY OF SEBASTOPOL  
CITY COUNCIL  
AGENDA ITEM

**Meeting Date:** May 16, 2023  
**To:** Honorable Mayor and City Councilmembers  
**From:** Toni Bertolero, Engineering Consultant  
**Subject:** Land and Water Conservation Fund (LWCF) Grant Application for the Burbank Experimental Farm Restroom Facility and Accessibility Improvements Project  
**Recommendation:** Adopt a Resolution Approving the LWCF Grant Application for the Project  
**Funding:** Currently Budgeted: \_\_\_\_\_ Yes \_\_\_X\_\_\_ No \_\_\_\_\_ N/A

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

**INTRODUCTION/PURPOSE:**

The item is to request Council adopt a Resolution (Attachment 1) approving the LWCF grant application for the Burbank Experimental Farm Restroom Facility and Accessibility Improvements Project.

**BACKGROUND AND DISCUSSION :**

The City approved the Burbank Farm Restroom Facility Project (CIP No. 0413-78.00) in the adopted Fiscal Year 2022-23 CIP Budget. During the design, it was determined that there was insufficient funding for the ADA parking stall and ADA path leading to the new restroom facility. The project was then broken up into two projects, one for the new restroom facility, and another project for the parking stall and ADA path improvements (included in the Draft Fiscal Year 2023-24 CIP Budget).

**DISCUSSION:**

California Consulting is the grant writer and recommended this grant for this CIP project because of its eligibility and believe it to be competitive for the funds. Because the grant application is due June 1, 2023, it is recommended that the grant application include both the restroom and accessibility improvements since that was the original scope of the restroom project. The LWCF grant is a Federal grant (administered through the State) and the application is due June 1, 2023. It is estimated that grant award would occur approximately December 2023 and the funding available in summer/fall 2024. A copy of the draft grant application is attached (Attachment 2).

The resolution has six requirements which are standard. However, two are described further since they are more notable:

- LWCF Boundary. In accepting this grant, the Burbank Experimental Farm property would be included in the LWCF boundary meaning no part of the property can be converted to other than public outdoor recreation use (i.e., a public park in perpetuity).
- Matching funds are available. The LWCF grant is a 50 percent grant with 50 percent matching funds. The project construction cost is \$380,000 and the City’s match would be \$190,000. California Consulting (grant writer) has confirmed that the City can use its awarded CDBG grant of \$146,000 as a local match and would therefore need to use \$44,000 of its local funds (the CIP proposes \$234,000 in local funds).

**GOALS:**

This action supports the following City Council Goals and General Plan Action:

- Community Services and Facilities CSF 2-21: Continue to provide support to local non-profits providing community recreational services on City-owned land operated by the non-profits, including ... the Burbank Experimental Farm.

**ENVIRONMENTAL ANALYSIS:**

The construction of new small ADA bathroom facility at Burbank Farm, and the ADA pathway to the restrooms and associated underground utilities is exempt from the California Environmental Quality Act (CEQA) Under Section 15303(e) Class 3, which exempts small accessory structures. The restroom accessory structure will be approximately 70 feet west of a ca. 1997 barn and 200 feet south/southwest of the ca. 1910 cottage A Notice of Exemption (NOE) has been filed for this project.

**PUBLIC COMMENT:**

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

**PUBLIC NOTICE:**

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

**FISCAL IMPACT:**

If awarded the grant, the City's local match would be \$44,000 and the source would be Fund 103, Building/Facilities/Infrastructure Reserves. Fund 103 is designated funds for this use.

**RECOMMENDATION:**

Staff recommends the Sebastopol City Council adopt the Resolution approving the Land and Water Conservation Fund (LWCF) grant application.

**Attachment:**

- 1 – Resolution
- 2 – Grant Application

RESOLUTION NUMBER: 2023-XX

CITY OF SEBASTOPOL

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL APPROVING THE APPLICATION FOR THE LAND AND WATER CONSERVATION FUND FOR THE BURBANK EXPERIMENTAL FARM RESTROOM AND ACCESSIBILITY IMPROVEMENTS PROJECT

WHEREAS, the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

WHEREAS, the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing applications by local agencies under the program; and

WHEREAS, the applicant certifies by resolution the approval of the application and the availability of eligible matching funds prior to submission of the application to the State; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sebastopol hereby:

1. Approves the filing of an application for Land and Water Conservation Fund assistance for the proposed Burbank Experimental Farm Restroom Facility and ADA Path Project
2. Certifies that the applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
3. Agrees to abide by 54 U.S.C. §200305(f)(3) which requires, "No property acquired or developed with assistance under this section shall, without the approval of the National Secretary of the Interior, be converted to other than public outdoor recreation uses. The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."
4. Certifies that said agency has matching funds from eligible source(s) and can finance 100 percent of the project, which up to half may be reimbursed; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Appoints the Assistant City Manager as agent of the applicant to conduct all negotiations and execute and submit all documents, including, but not limited to, applications, contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned project.

The above and foregoing Resolution was duly passed, approved, and adopted at a meeting by the City Council on the 16th day of May 2023, by the following vote:

**VOTE:**

Ayes:

Noes:

Absent:

Abstain:

APPROVED: \_\_\_\_\_  
Mayor Neysa Hinton

ATTEST: \_\_\_\_\_  
Mary Gourley, Assistant City Manager/City Clerk, MMC

APPROVED AS TO FORM: \_\_\_\_\_  
Larry McLaughlin, City Attorney

doesn-t-submittable-support-internet-explorer-11-or-legacy-versions-of-microsoft-s-edge-browser)

- The person who starts the application is called an "owner" in the online Submittable system. Only the owner will be able to see and click the submit button.
- Applicants can invite other team members to collaborate on the application: click here to learn more (<https://submittable.help/en/articles/3654810-how-can-i-invite-people-to-collaborate-with-me-on-a-submission>).
- Each application will auto-save every few seconds, so applicants don't need to worry about losing work. Applicants can also manually save by clicking the Save Draft button at the end of this application system.
- Red Asterisks are required fields.
- A blue submit button is found at the end of this online application system. *Only click the blue submit button when the application is final and no further changes need to be made.*
- When the account owner clicks the blue submit button, an **automated confirmation e-mail** will be sent. Keep the confirmation e-mail for your records. **If you click the submit button and do not receive an e-mail confirmation**, please email your OGALS Project Officer ([https://www.parks.ca.gov/?page\\_id=30502](https://www.parks.ca.gov/?page_id=30502)). The Competitive Project Officer will confirm receipt of your application and send you the confirmation e-mail for your records.
- Office of Grants and Local Services (OGALS) staff cannot see or review the application in this system until the applicant clicks the submit button. However, staff can assist with any questions applicants have. Please see the OGALS Project Officer contact page ([https://www.parks.ca.gov/?page\\_id=30502](https://www.parks.ca.gov/?page_id=30502)) and use the green column to find your assigned Competitive Project Officer.
- Directions on resetting your password can be found here (<https://submittable.help/en/articles/904875-forgot-password>).

**Address 1**

7120 Bodega Ave.

**Address 2**

PO 1776

**City/Town**

Sebastapol

**State/Province**

California 

Within US & Canada

**State/Province/Region**

Outside of US & Canada

**Zip/Postal Code**

95473

**Country**

United States 

**Phone**

7078231153

**Save Address and Continue**

 [Technical Help \(https://www.submittable.com/help/submitter?orgId=22046\)](https://www.submittable.com/help/submitter?orgId=22046) | [Privacy Policy \(http://www.submittable.com/privacy\)](http://www.submittable.com/privacy)

 [Powered by Submittable \(https://www.submittable.com/what-is-submittable/?ref=poweredby\)](https://www.submittable.com/what-is-submittable/?ref=poweredby) © 2023

**Match Amount \***

\$190,000

- **Must be at least 50% of the total project cost, but may be more.**
- Please include \$ and commas between numbers. Example: \$1,250,000

**Total Project Cost \***

\$380,000

- **Requested Grant Amount + Match = Total Project Cost**
- Please include \$ and commas between numbers. Example: \$1,250,000

**Project Site Name (Name of the Current or Proposed Park) \***

Luther Burbank Experimental Farm Park

- Example: Sequoia Park
- Example: Joe Hudson Park
- Example: Unity Park

**Type of Project \***

- Acquisition
- Development

- Based on the type of project selected here, the rest of the application will include acquisition or development specific questions and application items, where applicable.

**How many acres will be placed in LWCF protection? \***

3

- Only include new acreage. If the project site currently has acreage under LWCF protection (formerly 6(f)(3) protection), only include new acres that will be added, or write 0 if no new acres will be added.

**Does your project site have a physical street address? \***

- Yes
- No

**Project Site Street Address \***

7781 Bodega Ave

**Project Site City \***

Sebastapol

**Project Site Zip Code \***

95472

**Project Site Nearest Cross Streets \***

Pleasant Highway Road

**Project Site County \***

Sonoma



**Authorized Representative \***

First Name

Toni

Last Name

Bertolero

- This should be the incumbent of the position that is identified in the Authorizing Resolution.
- Directions regarding the Authorizing Resolution can be found on [page 20 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=20) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=20>).

**Authorized Representative Position/Title \***

- This should be the position that is identified in the Authorizing Resolution.
- Directions regarding the Authorizing Resolution can be found on [page 20 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=20) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=20>).

**Authorized Representative Email Address \***

email@example.com

**Authorized Representative Phone Number \***



**Application Contact \***

First Name

Ed

Last Name



Sayles

- This is the day to day contact who can answer detailed questions about the project during the review process.

**Application Contact Email Address \***

ed@californiaconsulting.org

**Application Contact Phone Number \***

+1 315 246 4981

## Application Checklist Items

The following sections are organized to follow the Application Checklist on [page 17 of the Application Guide \(https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=17\)](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=17). For Checklist Items that require a form be uploaded, forms are available on the [LWCF Competitive Program webpage \(https://www.parks.ca.gov/?page\\_id=30240\)](https://www.parks.ca.gov/?page_id=30240).

**Checklist Item #1 - LWCF Application Form \***

Choose File

Select up to 2 files to attach. No files have been attached yet. You may add 2 more files.

Acceptable file types: .doc, .docx, .pdf, .jpg, .jpeg, .png

- Fillable [Local Agency Competitive Program Application Form \(https://www.parks.ca.gov/pages/1008/files/Application\\_Form.pdf\)](https://www.parks.ca.gov/pages/1008/files/Application_Form.pdf)
- Brief directions are on [page 17 of the Application Guide \(https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=17\)](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=17)

**Checklist Item #2 - Authorizing Resolution \***

Choose File

Select up to 2 files to attach. No files have been attached yet. You may add 2 more files.

Acceptable file types: .doc, .docx, .pdf, .jpg, .jpeg, .png

- [Authorizing Resolution](https://www.parks.ca.gov/pages/1008/files/Authorizing_Resolution.docx) (https://www.parks.ca.gov/pages/1008/files/Authorizing\_Resolution.docx) Template
- Directions are on [page 20 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=20) (https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=20)

### Checklist Item #3 - State Agency Certification Letter

This Checklist Item is not applicable to this Local Agency Competitive Cycle application.

### Checklist Item #4 - Project Summary

Note: This Checklist Item is not scored.

Provide a brief summary of the proposed project scope. List the recreation features and major support amenities that are proposed for the LWCF grant plus match. Then identify the Statewide Comprehensive Outdoor Recreation Plan (SCORP) Priority or Priorities that will be met through the project.

#### 1. Project Scope Summary \*

The goal of the Luther Burbank Experimental Farm project is to make comprehensive improvements to the Park to insure access to the Park by individuals with physical disabilities. This improvements include the construction of an ADA compliant public restroom facility, an ADA compliant parking stall and a concrete walkway from the parking stall to the restroom facility. This will necessitate the installation of new sewer, water and electrical service. As a result of this project individuals with disabilities will be able to visit the Farm and enjoy the unique experience of viewing first hand, the botanical wonders created by the famed Luther Burbank.

103 / 500 words

Ensure the project's proposed recreation features and major support amenities, as defined in the [LWCF Application Guide](#)

(<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf>), are all included in this description.

#### 2. SCORP Priorities

The [2021-2025 SCORP](https://www.parksforcalifornia.org/scorp/2021) (https://www.parksforcalifornia.org/scorp/2021) should be used when aligning projects with California's LWCF priorities. These priorities can be found under the heading "2021-2025 SCORP Action Plan From Focus Group Findings," and are also included below. LWCF projects will address at least one of the following priorities:

##### 1. New Park Access

- Create or expand parks in communities that lack sufficient park space. Create new parks within a half mile of underserved communities, or expand existing parks to increase the ratio of park acreage per resident in underserved areas. This may include innovative solutions such as acquiring private land from willing sellers such as vacant lots and blighted buildings, converting streets to create or expand parks, or converting closed schools.
- Acquire private land from willing sellers in natural areas to expand regional parks, or create new open space areas for outdoor recreation while preserving nature.

##### 2. Multi-Use Parks Designed for All Age Groups in New or Existing Parks

- Construct recreation features designed to bring families together by supporting art and music, sports, and multi-generational activities.
- Construct recreation features for all age groups to support different active and passive recreation interests of all ages.
- Incorporate project design ideas from all age groups.

##### 3. Health Design Goals for New or Existing Parks

- Include recreation features resulting from asking community members for their park design ideas for public health.

**4. Safety and Beautification for New or Existing Parks**

- Construct lighting for night-time use, or restrooms, landscaping, signs, or other enhancements to make the park appear welcoming and support longer hours of use.

**5. Preservation**

- Through the LWCF, place outdoor open space land under new LWCF protection (formerly called 6(f)(3) protection) for public recreation.

**Select the SCORP Priority or Priorities that will be met by this project \***

- New Park Access
- Multi-Use Parks Designed for All Age Groups in New or Existing Parks
- Health Design Goals for New or Existing Parks
- Safety and Beautification for New or Existing Parks
- Preservation

- Select all that apply, then describe how each selected priority will be met through the project below.
- Read the 2021-2025 SCORP (<https://www.parksforcalifornia.org/scorp/2021>) for additional information.

**How will this project meet the priority of Health Design Goals for New or Existing Parks? \***

This project meets priority Health and Design Goals creating unfettered access to individuals with physical disabilities and bring the Park in to compliance with ADA regulations.

**How will this project meet the priority of Preservation? \***

The receipt of the requested funding would place the three acre Burbank Park under LWCF protection.

**Checklist Item #5 - Project Selection Criteria**

This section starts on page 25 of the Application Guide (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=25>), and covers Project Selection Criteria 1 - 8. Responses to this section will be scored using the rubrics in the guide, and must be complete before 5:00 p.m. on June 1, 2023.

**Project Selection Criteria #1 - Unmet Need**

Describe the need for the development by answering C and D below.

A high priority project will address more than one of the SCORP Priorities identified above and will address an urgent unmet need compared to other statewide applications. Additional directions, including the scoring rubric, can be found on [pages 26 - 27 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=26) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=26>).

**1.C. Why is this development a high priority project to serve the region, city-wide public, or neighborhood residents (based on the type of park and the SCORP/LWCF priorities described in the Project Summary)? \***

There is simply no other Park facility in Sonoma County that offers the the opportunity to enjoy a recreational, environmental and historical experience in an urban park setting. The successful completion of this project would insure accessibility to individuals with disabilities allowing them to enjoy the park with friends and extended family members. In addition there are many members of the aging population who, although not officially considered disabled, have mobility issues and would benefit from this project.

- Directions are found on [pages 26 - 27 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=26) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=26>).

**1.D. If this proposed development is not completed in the next five years, what effect will the continued lack of this proposed recreational opportunity(s) have on the region, city-wide public, or neighborhood residents? \***

If the proposed project is not completed within the next five years. This exclusionary situation will continue to exist. Denying disabled individuals the access necessary to enjoy this public facility with friends, family members and their fellow non-disabled community members.

- Directions are found on [pages 26 - 27 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=26) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=26>).

**Project Selection Criteria #2 - Type of Project**

Identify the type of project by checking the appropriate type below based on what will be accomplished with the grant plus matching funds. Brief additional directions and the scoring rubric can be found on [page 27 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=27) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=27>).

**Identify the type of project \***

- Development to create a new park
- Development to improve an existing park

**Project Selection Criteria #3 - New Acreage Placed Under LWCF**

### Protection

Provide information about the park acreage to be placed under LWCF protection that is not currently under LWCF protection, if the grant is awarded.

For an acquisition that will expand an existing park, the applicant can include the park acreage of the existing park, in addition to the proposed acquisition of that parcel(s), only if the existing park is not already under LWCF protection (formerly called 6(f)(3) protection).

**PARK acreage already under federal LWCF protection will not be considered as new acreage. Do not report or count the number of acres already under LWCF protection as part of the response.**

Additional directions and the scoring rubric can be found on [page 28 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=28) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=28>).

### Number of acres to be placed under new LWCF protection: \*

3

### Project Selection Criteria #4 - Park Deficient or Economically Disadvantaged Area

Project sites that serve park deficient and/or economically disadvantaged areas are prioritized as part of California's Open Project Selection Process (OPSP). Applicants will use a Park Access Tool Report and a Community FactFinder Report to show how the project site meets one or more of the priorities below. The scoring rubric is found on [page 29 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=29) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=29>) and additional technical assistance on getting the two reports can be found on [page 38](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38>).

Even if a project does not meet any of the priorities below, applicants will still upload the Park Access Tool Report and Community FactFinder Report used to determine the priority information below under Checklist Item #10.

### Identify the Areas of Need \*

- 1.a. Project creates a new park in an area that has no park within a half-mile radius of the project site (Community Fact Finder).
  - 1.b. Project area's half-mile radius has a median household income that is at or less than \$67,278 (Community Fact Finder).
  - 2.a. Project is in a City or County that has more than the state average of 21% of its residents living further than a half mile from a park (Park Access Tool).
  - 2.b. Project is in a City or County with a higher percentage than the state average of 61% of its residents living in areas with a ratio of less than three acres of parkland per 1,000 people (Park Access Tool).
- Select all that apply.

### Park Access Tool - Percentage of residents that live further than a half-mile from a park \*

26%

- Technical assistance is available on [page 38 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38>).

## Project Selection Criteria #5 - Population Served

Explain how the project will benefit the health and wellness of older adults, at risk youth, and/or persons with disabilities. The response does not need to include demographic data. Rather, the response must describe how the project design specifically includes the recreational needs of older adults, at risk youth, and/or persons with disabilities.

If the project is an acquisition, and the specific facility development plans are pending, explain how members of the underserved population will be involved in the development plans.

Additional directions and the scoring rubric can be found on [page 30 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=30) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=30>).

### How will this project serve older adults? List the specific recreation elements designed to serve this group. \*

In Sebastopol there are four Senior Citizen Residences including Burbank Heights which is located across from the Park. Sebastopol's senior citizen population represents 22% of the total population. The addition of a ADA compliant public rest room facility, concrete walkway and an ADA parking stall compliant water will be very convenient for members who are not registered has physically disabled but still have mobility or other help issues. This will allow more members of the aging population to enjoy the relaxing and educational experience of touring the Experimental Farm grounds.

### How will this project serve at risk youth? List the specific recreation elements designed to serve this group. \*

NA

### How will this project serve persons with disabilities? List the specific recreation elements designed to serve this group. \*

Individuals with disabilities will be the prime beneficiaries of the project and the reason for its development. There are no specific recreation elements designed to serve this group. This projects goal is to make it possible for individuals to join the non-disabled in the enjoyment of the park and all it has to offer.

## Project Selection Criteria #6 - Public Input

Describe the process that led to the development of this proposal and how the public was involved within 5 years of the application deadline (June 1, 2023).

See [page 30 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=30) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=30>) for the scoring rubric.

**Describe the process that led to the development of this proposal and how the public was involved within the last 5 years. \***

The City has been working with the Volunteers of Burbank Farm over the past 4 years in developing this Project. The Volunteer Committee has reviewed and approve the plan. The Project has has been presented at two CIP budget meetings and 2 public hearings. The Project Description and Budget are also a part of the City's 5 year Capital Improvement Project which is available on the City's website. No objections have been raised.

**Project Selection Criteria #7 - Project Readiness**

Complete the following acquisition or development chart to identify project readiness based on the grant request. Additional directions and the scoring rubric can be found on [page 31 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=31) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=31>).

**Development \***



	A	B	C
1	<b>Milestone</b>	<b>If completed, provide Month/Year</b>	<b>If not yet completed, provide future Month/Year</b>
2	<b>Concept Level Site Plan</b>		
3	<b>Engineer Cost Estimate for Further Design Development</b>		
4	<b>Construction Documents</b>		
5	<b>Construction Permits</b>		
6	<b>Bid Package Prepared or Employee Services for Construction has Been Determined</b>		

- Please provide the month and year only in the table above. Example: August 2022.
- This is an Excel spreadsheet. Do not click "enter/return" in any response that is copied into a cell. Instead, please use the space bar. If you draft a response and click "enter/return" on your keyboard, the text will jump to the next cell from the point where "enter/return" was used.

**Project Selection Criteria #8 - Applicant's Eligibility**

Describe applicant eligibility based on the grant experience questions below.

Previous experience includes grants through the 2000 Bond Act (Prop 12), 2002 Bond Act (Prop 40), 2006 Bond Act (Prop 84), 2018 Bond Act (Prop 68), Recreational Trails Program, Habitat Conservation Fund, and/or Land and Water Conservation Fund programs.

This criteria is not scored; however, if an applicant has any of the following **ineligibility circumstances**, the application will not be considered.



An LWCF grant cannot be recommended to NPS under the following circumstances:

- Applicant is involved with an unresolved "conversion" as described in the LWCF park stewardship guide.
- Applicant has a recent track record of failing to complete or otherwise comply with grant and project operation/maintenance requirements of grant-funded sites administered by OGALS.
- Applicant has no track record of administering an OGALS grant, and, also has no track record of successfully administering an acquisition or development grant project with other funding sources.

Additional directions can be found on [page 32 of the Application Guide](#)

(<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=32>).

**Has the applicant/applying agency administered a competitive bond act or federal grant with OGALS since 2000? \***

- Yes, we have previous grant administration experience with OGALS.
- No, we have never administered a grant with OGALS.

**8.A. Are any of the ineligibility criteria listed above applicable? \***

No

- If any ineligibility criteria apply, contact your [Competitive Program Project Officer](#) ([https://www.parks.ca.gov/?page\\_id=30502](https://www.parks.ca.gov/?page_id=30502)) to discuss prior to applying.

**Checklist Item #6 - Detailed Budget Narrative \***

Choose File

Select up to 2 files to attach. No files have been attached yet. You may add 2 more files.

Acceptable file types: .csv, .doc, .docx, .pdf, .jpg, .jpeg, .png, .xls, .xlsx

- [Detailed Budget Narrative](#) ([https://www.parks.ca.gov/pages/1008/files/LWCF\\_Detailed\\_Budget\\_Narrative.xlsx](https://www.parks.ca.gov/pages/1008/files/LWCF_Detailed_Budget_Narrative.xlsx))
- If this item is not complete by June 1, 2023, upload a document that describes the current status, next steps, and estimated month this item will be completed.

**Checklist Item #7 - CEQA Compliance \***

Choose File

Select up to 6 files to attach. No files have been attached yet. You may add 6 more files.

Acceptable file types: .doc, .docx, .pdf, .jpg, .jpeg, .png

- [CEQA Compliance Certification Form](#) ([https://www.parks.ca.gov/pages/1008/files/LWCF\\_CEQA\\_Certification\\_Form.pdf](https://www.parks.ca.gov/pages/1008/files/LWCF_CEQA_Certification_Form.pdf))



- In addition to the form above, upload the NOE or NOD, and, if uploading an NOD, upload the initial study with either a Negative Declaration, Mitigated Negative Declaration, or an EIR.
- Upload proof of filing with the State Clearinghouse.
- Directions can be found on [page 36 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=36) (https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=36).
- If this checklist item is not complete by June 1, 2023, upload a document that describes the current status, next steps, and estimated month this item will be completed.

**Checklist Item #8 - Project Location Map \***

**Choose File**

Select up to 3 files to attach. No files have been attached yet. You may add 3 more files.

Acceptable file types: .doc, .docx, .pdf, .jpg, .jpeg, .png

- Directions can be found on [page 38 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38) (https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38).
- If this item is not complete by June 1, 2023, upload a document that describes the current status, next steps, and estimated month this item will be completed.

**Checklist Item #9 - Photos of the Project Site \***

**Choose File**

Select up to 10 files to attach. No files have been attached yet. You may add 10 more files.

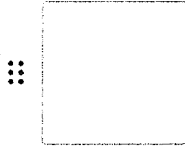
Acceptable file types: .jpg, .jpeg, .png

- Directions can be found on [page 38 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38) (https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38).
- If this item is not complete by June 1, 2023, upload a document that describes the current status, next steps, and estimated month this item will be completed.

**Checklist Item #10 - Community FactFinder Report and Park Access Tool Report \***

⋮

**Sebastopol\_ParkAccess\_Report\_Sonoma.pdf**



Sebatopol\_CFF\_Report.pdf



No more files may be attached here.

Acceptable file types: .pdf

- Directions can be found on [page 38 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=38>).
- Only one CFF Report and one PAT Report may be included.

### Checklist Item #13 - Land Tenure \*



Select up to 6 files to attach. No files have been attached yet. You may add 6 more files.

Acceptable file types: .doc, .docx, .pdf, .jpg, .jpeg, .png

- Directions can be found on [page 42 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=42) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=42>).
- If this item is not complete by June 1, 2023, upload a document that describes the current status, next steps, and estimated month this item will be completed.

### Checklist Item #14 - Concept Level Site Plan \*



Sebatopol\_Burbank\_Farm\_Site\_Planconcept\_plan\_042523.pdf



Select up to 6 files to attach. You have attached 1. You may add 5 more files.

Acceptable file types: .doc, .docx, .pdf, .jpg, .jpeg, .png

- Directions can be found on [page 42 of the Application Guide](https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=42) (<https://www.parks.ca.gov/pages/1008/files/LWCF%20Application%20Guide%202023%20Final%20Draft%2011.22.22.pdf#page=42>).
- If this item is not complete by June 1, 2023, upload a document that describes the current status, next steps, and estimated month this item will be completed.

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## End of Application Checklist Items #1 - 14

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### Submit the application before 5:00 p.m. on June 1, 2023

- **Please only click the blue submit application button below when ready to submit. If there is no blue submit application button below, you are not the account owner and will not be able to submit the application.** Applicants can email their Competitive Review Project Officer, assigned by County ([https://www.parks.ca.gov/?page\\_id=30502](https://www.parks.ca.gov/?page_id=30502)), with any questions.
- Responses to the Project Selection Criteria must be complete before 5:00 p.m. on June 1, 2023. Revisions will not be accepted after that deadline.
- When the account owner clicks the blue submit button, an **automated confirmation e-mail** will be sent. Keep the confirmation e-mail for your records. **If you click the submit button and do not receive an e-mail confirmation**, please email your Competitive Review Project Officer, assigned by County ([https://www.parks.ca.gov/?page\\_id=30502](https://www.parks.ca.gov/?page_id=30502)). The Competitive Project Officer will confirm receipt of your application and send you the confirmation e-mail for your records.
- **In all cases the blue submit button below must be clicked by the account owner before June 1, 2023 at 5:00 p.m.**

**Thank you for your participation in the Land and Water Conservation Fund grant program!**

Save Draft

Submit Application

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 [Technical Help \(https://www.submittable.com/help/submitter?orgId=22046\)](https://www.submittable.com/help/submitter?orgId=22046) | [Privacy Policy \(http://www.submittable.com/privacy\)](http://www.submittable.com/privacy)

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