

DEC 31 2013

Sierra Nevada Conservancy-Progress Report

Sierra Nevada Conservancy Grant Program Safe Drinking Water, Water Quality and Supply, Flood Control River and Coastal Protection Act of 2008 (Proposition 84)

Grantee Name: Mountain Area Preservation Foundation

Project title: Final Planning and Design for the Trout Creek Pocket Park

SNC Reference Number: 080170

Submittal Date: 12/27/2013

Report Preparer: Alexis Ollar

Phone #:530-582-6751

Check one:

- * **6-Month Progress Report**
- * **Final Report**

6-Month Progress Reports should reflect the previous six months. **Final Reports** should reflect the entire grant period.

A. Progress Report Summary: (Please provide a general description of work completed during this reporting period.)

Trout Creek Pocket Park Six Month Progress Report

This project will complete the planning and design necessary to complete CEQA and permitting for the protection of a portion of Trout Creek and development of the Trout Creek Pocket Park. Restoration of this park, located in Truckee's historic downtown, will utilize "Sustainable Sites Initiative" green building techniques, improve the water quality of Trout Creek through urban snow management, reduced erosion, run-off management, and revitalize an underused area of downtown Truckee. The project will also provide educational opportunities on the Trout Creek ecosystem, wise water use, and sustainability.

Funding for this project is provided through a grant Mountain Area Preservation Foundation (MAPF) received from Sierra Nevada Conservancy for \$93,500 back in 2008 and will expire on January 1st, 2014. At the time the grant was approved in December of 2008 bonds were frozen for the conservancy and funding was not received till 2010. Work began on the project in May 2010. In December of 2010 an update of the FEMA floodplain maps showed Trout Creek project site in the 100-year floodplain, which essentially brought the project to a halt. In an effort to revive the project MAPF worked with the Sierra Nevada Conservancy to have a scaled down native and re-vegetation park be the concept and utilize the funding for the park.

In 2012 a new Executive Director came into the organization and worked with contracted design team LJM Design Group, SNC and the Town of Truckee to revive the project and discuss limitations at the project site. A new floodplain assessment was conducted in November of 2012, which showed the park site was NOT in the 100-year floodplain. The

Town of Truckee met with MAPF, Acumen Engineering, and LJM Design group to discuss how the project would move forward, needed permitting and authorization by other agencies such as the Regional Lahontan Water Quality Control Board. In 2013 MAPF and LJM Design group met regularly with the Town of Truckee and other supporting stakeholders. SNC granted two different grant extensions during 2013, with the final project completion date of January 1, 2014 being the final deadline for the project.

The following paragraphs describe project activity that took place from June 2013-December 2013.

June 2013

MAPF met with the Town of Truckee in the beginning of the month to see if there had been any responses from LRWQCB and the routed materials that were sent for comments/ authorization to move forward with the planning. MAPF and the Design Team received an email on June 13, 2013 from the Town of Truckee and LRWQCB confirming that they received the new floodplain data and maps, project description, design and other related materials for the park and there was no need for a floodplain disturbance permit (see email response below).

From: Tyler, Tobi@Waterboards [mailto:tobi.tyler@waterboards.ca.gov]
Sent: Friday, June 14, 2013 12:03 PM
To: Jenna Endres
Cc: Miller, Alan@Waterboards
Subject: Trout Creek Pocket Park

Hi Jenna, In response to your Project Routing Request for the Trout Creek Pocket Park project on the corner of Jibboom and Bridge Streets, we concur that the project would be outside the 100-year floodplain and therefore does not need a floodplain exemption from our Basin Plan prohibitions. It is also under one acre of disturbance, so no permits are needed from the Lahontan Water Board.

Thank you for your request for comment.

Tobi Tyler, California Regional Water Quality Control Board – Lahontan Region

Once MAPF and LJM Design Group received the authorization from LRWQCB we moved forward with our design plans and organizing a 'Community Input Workshop' for the final design. MAPF, LJM Design Group and the Town of Truckee organized an on-site workshop for June 25th at the park site to educate the community on the project and receive feedback on the design. The workshop had to be re-scheduled due to inclement weather that day.

July 2013

MAPF, LJM Design Group and the Town of Truckee rescheduled the 'Community Input Workshop' for July 15th, 5:30-7:00. There were 32 community members, representatives from the stakeholder groups (Truckee River Watershed Council, CATT, Arts Council, Truckee Trails Foundation and the TDPUD), the Town of Truckee Planning and Engineering staff and a two Town of Truckee of Planning Commissioners. MAPF and LJM Design Group led the workshop and had exhibits of the park design and the floodplain data to explain and discuss. We also set up a mock-site-set up so that people could view the plants and materials that were being incorporated into the design. MAPF created a questionnaire for the attendees to fill out so that the public could give written feedback on the design and provide additional comments on materials and needs for the site. The next day MAPF created a survey monkey with the same questionnaire and sent it out to our members in an e-blast to 600 members. We had 72 survey responses in July and August that were analyzed by MAPF and the results were sent to the design team to help inform the final design. LJM is drafting the final design and narrative this week (July 22-July28) and then starting the application process and environmental checklist with the Town of Truckee Planner Jenna Endres.

August 2013

MAPF encountered a couple of setbacks in early August with the Town of Truckee and our design group, LJM. The Town had originally not required that the project have a formal presentation to Town Council for the design and permit authorization. This was a new request by the Town of Truckee and one that MAPF had not planned on in our amended timeline. MAPF had always thought that there would be no need for another Town Council Authorization since the Town had approved the project back in 2008. Also Laura Mello the lead landscape architect for the project had a very sick father that ended up passing away in the beginning of August. At this time MAPF contacted SNC about another grant amendment for January 1st, 2014. An amendment was sent in for the project to the State and MAPF was granted a final grant extension for the project on August 19th, 2013. After the grant extension was granted MAPF and LJM Design Group met with the Town Manager, Senior Engineer and Planner to lay out a timeline for the Town Council hearing, park plans draft submittal, final submittal and permit granting date so that the project could be completed by 1/1/14.

September 2013

In the beginning of September MAPF again met with the Town Manager and Community Development Director to discuss project process for permitting, design needs from the Town's design standards in historic downtown and setting a date for a Town Council hearing. Since MAPF had many setbacks with the Town and the project process it was vital to bring in the Town Manager to get all project needs and timelines understood by all parties. MAPF finally received clear and solid direction from the Town and directed the consultants on the next steps for the project. LJM Design Group and Acumen Engineering spent the month of September tuning the site plans for the park. The design Team worked closely with the Town of Truckee's Senior Engineer from the Building

department on the draft site plans. Trout Creek Pocket Park Draft Site Plans were completed at the end of September and the Town Council hearing date was set for October 8th, 2013 at 6:00pm. MAPF also started to meet with the Truckee Donner Parks and Recreation District (TDPRD) in September to discuss park maintenance once the park was constructed.

October 2013

MAPF, LJM and Acumen Engineering presented the draft site plans for the Trout Creek Pocket Park to Town Council on October 8th, 2013. There were 30 members of the public in attendance, and 17 public comments supporting the project after our presentation. All of Town Council was unanimously supportive of the project and the draft site plans. Mayor Dee directed Town staff to work with MAPF and the Design Team to grant an encroachment permit for the park site. Town Council also mandated a maintenance agreement should be in place between MAPF and TDPRD prior to construction. Permit is conditional upon maintenance MOU. MAPF had already met with the Park & Recreation District in September regarding the park site. MAPF made a formal presentation to the TDPRD Board on October 22nd, and presented the park site plans and maintenance needs for the park. MAPF formally asked that the TDPRD collaborate with the Town of Truckee on the park and its maintenance needs. The TDPRD Board approved to work with MAPF and the Town and to enter into a formal MOU for maintenance needs at the park site prior to construction.

November 2013

LJM and Acumen Engineering worked to prepare the final project site plans and the needed paperwork/applications for the Trout Creek Pocket Park encroachment permit. MAPF submitted the final design plans on November 18th to the Town of Truckee Building Department for the authorization of 100% of the construction plans and an encroachment permit since the park was situated in the Town's right of way. The rest of the month MAPF, the design team and the Town had many correspondences regarding park design and permitting. MAPF also continued to correspond with the TDPRD on maintenance MOU throughout the month.

December 2013

MAPF and the Town of Truckee had numerous meetings and phone calls in the beginning of December regarding the final plans and the permit for the project site. MAPF also presented a draft maintenance MOU to the TDPRD Board and will be following up regarding the MOU in early January of 2014 to finalize the agreement with their staff. On December 23rd, the Town of Truckee granted MAPF an encroachment permit for the Trout Creek Pocket Park. MAPF has completed all of the grant requirements from SNC and the final planning and permitting needs for the project. MAPF will complete all needed reporting and submit a final invoice prior to January 1st, 2014.

B. Deliverables or Outcomes completed during this Reporting Period or Milestones Achieved: (Include specific information, such as public meetings held, agency participation, partnerships developed, or acres mapped, treated or restored.)

- Authorization from Lahontan Regional Water Quality Control Board that no permits were needed and the park could move forward with planning and permitting.
- Community Input Workshop in July, great attendance by the community and supporting organizations, we received great feedback and design input for materials. Survey Monkey results, 72 surveys all supportive of park and design features.
- SNC granted MAPF a final grant extension due to setbacks with the Town of Truckee and personal issues with lead architects family loss in August. New project completion date is set for January 1st, 2014.
- MAPF held a strategic planning meeting with the Town of Truckee regarding the projects timelines, process, setbacks, Town requirements and the new grant extension and completion date.
- MAPF presented the draft project site plans at a Truckee Town Council Hearing on October 8th. There were 30 members of the public in attendance for the hearing and 17 public comments in support of the project. Town Council unanimously approved the plans and directed Town staff to move forward working with MAPF on the final plans and the encroachment permit.
- MAPF presented the Trout Creek Pocket Park site plans and maintenance needs to the Truckee Donner Park and Recreation District Board on October 22nd. The Board unanimously supported the project and directed staff to work with MAPF on a maintenance agreement for the park site.
- MAPF presented the Trout Creek Pocket Park at the Town of Truckee's Economic Development Workshop held on November 12th at Town Hall. MAPF was originally awarded \$50,000 of redevelopment fund for the Trout Creek Pocket Park. Since 2012 redevelopment funds disappeared and the Town now has some leftover funds for projects like streetscape improvements in historic downtown. MAPF suggested the Pocket Park receive those funds in 2014, and the \$50,000 that were authorized to the project go towards our construction fund for the park. There were 200 community members in attendance that evening, and MAPF will be following up with the Town in January of 2014 to submit the Trout Creek Pocket park as a project that should receive leftover redevelopment funds.
- MAPF submitted the final plans and permit application to the Town of Truckee Building Department on November 18th.
- MAPF was awarded an encroachment permit and is exempt from CEQA on December 23rd, 2013.

C. Challenges or Opportunities Encountered: (Please describe what has worked and what hasn't; include any solutions you initiated to resolve problems. If your project is not on schedule, please explain why here.)

From 2012-2013 there were numerous setbacks due to lack of communication and direction from the Town of Truckee planner, Jenna Endres and Community Development Director John McLaughlin. MAPF had to be more diplomatic and stern in our meetings with the Town Planner and Building Department. After the second extension granted by SNC, MAPF organized a meeting with the Town Manager, Senior Engineer, and Planner we had been working with to lay out all the needed project requirements from the town, the grant and a working timeline to finish the project needs by 1/1/2014. After that meeting the project came together seamlessly and we were able to finish the project deliverable before the end of the grant period.

Unanticipated Successes Achieved: (Please describe any additional successes beyond completing scheduled tasks or meeting scheduled milestones.)

The Town of Truckee will be granting an exemption for CEQA and authorizing an encroachment permit due to being near the 100-year floodplain in the Towns right of way (ROW).

The community and many different stakeholder groups have attended the community design input meeting, Town Council, the Truckee Donner Park and Recreation District Board hearings showing tons of positive support for the project. The project has gained new members and supporting stakeholders for MAPF, we are looking forward to now fundraising for the construction of the site.

D. Compare Actual Costs to Budgeted Costs: (Please refer to your grant agreement to list your deliverables/budget categories and budgeted costs compared to actual costs incurred during this reporting period in the table below.)

PROJECT BUDGET CATEGORIES	Budgeted SNC Dollars	Actual Dollars
Site reconnaissance and initial community coordination and outreach	\$10,000	\$8,957
Complete 80% Design Documents with details and specifications to support final completion of CEQA documentation	\$75,000	\$65,175.00
Direct Administration	\$8,500	7,979.85
GRAND TOTAL	\$93,500	82,130.79

Explanation: (if needed)

F. Do you have information to report on the project-specific Performance Measures for your project? (If so, please list the Performance Measures below and describe your progress.)

MAPF is ecstatic to report ALL project deliverables have been completed.

- ✓ Site reconnaissance and initial community coordination and outreach was completed in 2011 through 2013. MAPF held multiple stakeholder meetings with supporting organizations, a Design Input Workshop for the public to review the concept plan and provide input on the park design as well as a community survey so that members of the public could provide design feedback for LJM Design group.
- ✓ 6-Month Progress Report was submitted at the end of July 2013 describing all of the project deliverables that had been completed from January-July of 2013.
- ✓ Design Documents with details and specifications to support final completion of CEQA and Permitting. MAPF and LJM Design Group submitted Final Trout Creek Pocket Park Construction Plans to the Town of Truckee by November 18th. Plans are for 100% Design Detail with a encroachment permit application that will be processed by the Town of Truckee no later than December 24th, 2013. Plans and permitted were authorized and granted to MAPF on 12/23/13. (Encroachment permit from Town attached in packet with additional design materials, photos and PR)
- ✓ December 6-Month Progress report was finished by MAPF and will be submitted by December 30th to SNC.
- ✓ Final Report and Payment Request by January 1st, 2014 is complete and will be submitted to SNC on December 30th, 2013.

G. Were there any other relevant materials produced under the terms of this Agreement that are not a part of the budgeted deliverables? If so, please attach copies. (Include digital photos, maps, media coverage of project, or other work products.)

Digital photos, PR and other design materials for the project are attached in the final report package, please see attachments.

H. Next Steps: (Work anticipated in the next 6 months, including location and timing of any scheduled events related to the project.)

Project is complete for MAPF, next steps are to fundraise \$200,000 for the construction of the park!

Please Complete this Section for FINAL Report ONLY

Capacity-Building Results and Collaboration and Cooperation with Stakeholders:

(What partnerships did you initiate or strengthen as a result of this project? How did they affect the project outcome? If applicable, how did this grant increase your organization's capacity? What is your plan to sustain this increase?)

Since the early inception of the project in 2007 MAPF was able to gather support regarding the project from the following groups, which are known as the Supporting Stakeholders. These groups have expressed interest in helping MAPF on design feedback, ways to partner on the construction of the project, help in securing construction funding for the project as well as maintenance for the future sustainability of the park site. Many of the stakeholders attended the stakeholder meetings in 2011-2013, shared media on the project, attended the Design Input Workshop, made public comments in support of the project at Town Council and Truckee Donner Parks and Recreation District Board Hearings. The Trout Creek Pocket Park Project has helped MAPF increase our identity and mission belief in the community immensely in the past two years. Once progress was made on the project in 2012 with the Floodplain assessment and verification that the project site was NOT in the 100-year floodplain there was an overwhelming amount of community and agency support going in 2013 for the final planning and permitting of the park.

This past year MAPF has gained a number of new supporters and donors wanting to see the Trout Creek Pocket Park project succeed, while becoming a vital donor or volunteering services for the construction of the park. In 2014 MAPF will launch a capital campaign to fundraise \$200,000 dollars for the construction of the park. We also plan to submit a formal request to the Town of Truckee in January for some of the projects they have directed leftover redevelopment funds for such as streetscape projects within Downtown Truckee. The Town Council had originally designated \$50,000 in 2008 for the Trout Creek Project and in 2012 those funds were not available. We will have the opportunity to submit a request to the Town for those funds since the Economic Development Workshop was held this past November. MAPF will also apply for the Martis Fund grant in March of 2014 to secure funding for the certain materials such as the permeable pavers and interpretive kiosks for the park site. MAPF knows moving forward that the park will be a huge community benefit and that we will have even more stakeholders and individual supporters backing the project and enjoying the site once constructed!

Trout Creek Pocket Park Stakeholder Groups:

- Sierra Nevada Conservancy
- Truckee River Watershed Council (TRWC)
- Contractors Association of Tahoe-Truckee (CATT)
- Public Arts Council

- Town of Truckee
- Truckee Donner Parks and Recreation District (TDPRD)
- Truckee Donner Public Utilities District (TDPUD)
- Truckee Downtown Merchants Association (TDMA)
- Truckee Trails Foundation
- Tahoe Truckee Community Foundation
- Truckee-Donner Historical Society
- Balance Hydrologic
- LJM Design Group
- Acumen Engineering
- Sierra Watershed Education Partnership (SWEP)

Description of Project Accomplishments:

1. Most Significant Accomplishment

Describe in one concise, well-written paragraph, the most significant accomplishment that resulted from this grant.

The most significant accomplishment that resulted from this grant was on December 23rd, 2013 when the Town of Truckee authorized and granted an encroachment permit for the construction and development of a pocket park located for Downtown Truckee at Bridge and Jibboom street. The process of getting the park designed and permitted has been a long drawn out experience with the Town of Truckee. MAPF is elated to be moving forward with the project having it fully planned and permitted. Having the support of Sierra Nevada Conservancy and all the stakeholders group made 2013 the year to succeed with the planning and permitting of the Trout Creek Pocket Park.

2. WOW Factor

If applicable, please describe anything that happened as a result of the project or during the project that is particularly impressive.

As SNC knows the grant period for this project has lasted for a long time with only real progress in the last two years due to the floodplain issue that surfaced in 2010 when the conservancy’s funds were un-frozen. One of the WOW factors for MAPF was the amount of interest from the stakeholders as well as community members who attended the workshop in July and the public hearings for Town Council. Having a packed room at Town Hall clap for the project is a moment we will never forget and also inspires us to get this park built for the community and the Trout Creek ecosystems.

3. Design and Implementation

When considering the design and implementation of this project, what lessons did you learn that might help other grantees implement similar work?

The Trout Creek Pocket Park was a difficult project to implement at the start due to state funds freezing initially and environmental constraints at the project site. One of the most beneficial elements we have all learned is to ground truth your data. The maps and the floodplain data the Town was using was not correct and held the project up from 2010 to 2012. Having the site was re-surveyed by another consultant to verify the actual 100-year floodplain and look at potential ecosystem constraints was a huge benefit to the success of the project. The re-survey of the site showed the project not within the 100-year floodplain and allowed MAPF to proceed with the project in a more meaningful way.

4. Indirect Impact

Please describe any indirect benefits of the project such as information that has been developed as a result of the project is being used by several other organizations to improve decision-making, or a conservation easement funded by this grant that encouraged other landowners in the area to have conservation easements on their property.

As mentioned before the Town of Truckee and other local engineers are utilizing the results of the new Trout Creek floodplain assessment. It has also helped as an education piece for restoration efforts that are happening further down Trout Creek.

5. Collaboration and Conflict Resolution

If you worked in collaboration or cooperation with other organizations or institutions, describe those arrangements and their importance to the project. Also, describe if you encountered conflict in the project and how you dealt with it, or if there was conflict avoided as a result of the project.

In 2007 when MAPF originally looked at creating a pocket park at the site we applied for seed funding through the Tahoe Truckee Community Foundation. MAPF was awarded \$10,000 to draw up initial concept plans for the creation of the park and also decided this would be a larger community benefit project by asking other agencies and non-profits for support. Laura Mello from LJM Design Group drew up some initial park ideas and plans for the site and MAPF started organizing agencies and non-profits that would like to be a supporting stakeholder group for the creation of a park at the site. Since that date and initial grant award MAPF has been working to collaborate with other groups in order to tie in their mission with the project.

As of 2013 we have 13 non-profits, businesses and agencies who are stakeholders for the project. Many of these stakeholder groups have been supportive since the beginning and are also elated to know the project was granted an encroachment permit and that we will be moving forward with constructing the park. Collaboration with the stakeholders and community was the key to gaining success in 2013. The majority of these groups will play a vital role in providing materials to the project,

volunteer resources, funding sources and in-kind labor. Other stakeholders will play a more longtime role in helping to steward the project, maintain the grounds and help build the surrounding infrastructure in collaboration with the Town of Truckee.

Conflict Resolution: In our 6-month report included in this packet MAPF discussed roadblocks with the Town and how it was resolved in meetings this summer/fall. We were able to get better direction and communication from the Town but in general it took too long and now we know how to better handle those situations with partners. We had a strategic planning meeting where each organization outlined their needs and a timeline to reach our goals. Once we had this session with the Town Manager, Engineers and Planners we all clear direction to satisfy but entities needs with the project.

6. Capacity-Building

SNC is interested in both the capacity of your organization, as well as local and regional capacity. Please describe the overall health of your organization including areas in need of assistance. SNC is interested in the strength and involvement of your board, significant changes to your staff, size and involvement of membership. In addition, describe how your project improved capabilities of partners, or the larger community.

Mountain Area Preservation Foundation has experienced unprecedented growth in 2013 with new Board members, increased membership, fundraising of unrestricted funds, multiple foundation grants for collaborative open space campaigns and the addition of another staff member for 2014. The organization has intrinsically been a grass-roots non-profit since its inception in 1987, when the organization was formed by concerned residents who were focused on land use and the preservation of specific landscapes in the Truckee-Tahoe area. For nearly 20 years volunteers solely ran the organization and in 2008 the first Executive Director was hired to lead and manage the group. Since 2008 there has been two Executive Directors and in 2014 we will be hiring a second staff position for the role of a Development Director. Since the beginnings and till now there has always been a large presence of community involvement with organizing around priority open space campaigns such as Martis Valley, to helping in the office with administration and fundraising duties. MAPF is the only environmental advocacy organization in Truckee and we are constantly being called upon to help on more projects than we can manage, due to our limited staff. We are looking forward to 2014 knowing an additional staff person will increase our capacity to collaborate on more projects within the region and build on the success that we have had in 2013.

Collaboration is an important element to MAPF. Since the early 2000's MAPF has worked with numerous conservation partners such as the Sierra Club, the League to Save Lake Tahoe, Sierra Watch and our Land Trust Partners from the Truckee Donner Land Trust and the Trust for Public Land. These are only a handful of partners we have worked with on priority conservation projects stemming from

Martis Valley to Donner Summit and more recently Mount Rose Wilderness Area. We feel that collaboration with partner organizations can help to broaden our impact while also creating a network of support for future campaigns. The Trout Creek Pocket Park is another example of a tangible project, where diverse organizations and agencies are working together for shared goals, environmental restoration and future community benefits. Without the 14 stakeholder groups helping MAPF to publically support the project and take time to meet and discuss community outreach we may not have been able to get the support we needed for project approval by Town Council. MAPF and the entire stakeholder group took the time to provide additional outreach for the community workshop and public hearings, which helped gain momentum and support for the project. We are truly grateful for the collaborative role Sierra Nevada Conservancy has also played in granting and supporting the project since 2008. There has been a long history for this grant and the project would not have succeeded without the un-ending support from SNC. Thank you.

7. Challenges

Did the project face internal or external challenges? How were they addressed? Describe each challenge and any actions that you took to address it. Was there something that SNC did or could have done to assist you? Did you have to change any of your key objectives in response to conditions “on the ground”?

Our largest set back was communication and lack of direction from the Town of Truckee. MAPF has already identified what issues this created in this report and how we handled the situation. These conflicts made MAPF more aware that there is a need for a well-defined process and structure when working with government entities. We had many different contacts during the duration of this grant through the Town of Truckee and the majority of our setbacks during the grant period stemmed from lack of communication, transparency and leadership from the Town staff. We now know moving forward with the construction of the park a direct and firm timeline set by our contractor will need an agreement with the Town so that time and resources are not wasted.

8. Photographs

Grantees are strongly encouraged to submit photos, slides or digital images whenever possible. These images will be used for SNC publications such as annual reports or on the website. Please make sure you clearly identify location, activity, and your project with each submitted image. Images will be credited to the submitting organization, unless specified otherwise.

9. Post Grant Plans

What are the post-grant plans for the project if it does not conclude with the grant? Include a description of the following (if applicable): (1) Changes in operations or scope; (2) Replication or use of findings; (3) Names of other organizations you expect to involve; (4) Plans to support the project financially, and; (5) Communication plans?

- (1) Change of Scope: Since the project is fully planned and permitted we will be moving forward with fundraising for the construction of the project. Since MAPF has other items we need to fundraise for we are planning to raise \$200,000 from 2014-2015 for the construction of the park site.
- (2) There have been Town Staff and Engineers who are utilizing the Floodplain assessment that was conducted by Acumen Engineering in the Fall of 2012, that shows the park site and extent not in the 100 year floodplain.
- (3) We plan to involve the Martis Fund and Tahoe Mountain Resorts Foundation in the next year as potential foundations to grant funding for material purchases or construction needs.
- (4) 2014 will start the launch of a capital campaign to raise funds for the construction of the park. MAPF has hired a new Development Director who will start in January of 2014. Our Development Director will be working with our fundraising committee to develop a number of fundraising events or online platforms to raise money for the construction of the park. We plan to fundraise for two years for the park and ideally have construction starting in 2015 or 2016, depending on how fundraising goes.
- (5) We plan to post monthly updates on the park construction fundraising progress on our website, facebook and monthly e-news. We will also hold quarterly stakeholder meetings to arrange what each group will be contributing to the project. We will also plan to do some local media in January/February on the completion of planning and permitting so the larger community knows we are moving forward with fundraising to build the park!

10. Post Grant Contact

Who can be contacted a few years from now to follow up on the project? Please provide name and contact information.

Alexis Ollar, Executive Director
Ph: 530-582-6751
Email: Alexis@mapf.org
Mail: P.O. Box 25
Truckee, CA 96160

SNC-approved Performance Measures: (Please list each Performance Measure for your Project, as identified in your Grant Agreement, and the results/outcomes.)

Site Reconnaissance and Initial Community Coordination and Outreach

- MAPF held multiple outreach events at the park site, community meetings with the supporting stakeholders and mixer events to promote the park over this past summer. Initially in 2008 when the grant was awarded Katlin Backlund (MAPF 1st ED) did school presentations at the site with Sierra Watershed Education Partnership (SWEPE) to discuss the project and the environmental benefits the park would bring to the Trout Creek Ecosystem.
- During the time-frame where the funds were frozen by the state and the floodplain issues was occurring with the Town there was very little community coordination or outreach due to the issue of not knowing if the project would proceed.
- During 2012-2013 when the second Executive Director, Alexis Ollar, took over grant management MAPF held numerous stakeholder meetings, coffee's and calls with the Town of Truckee to discuss moving forward with the project.
- The Stakeholder group met 8 times from 2012-2013 when the project was set to move forward.
- November 2012 the site was re-surveyed to reanalyze the 100-year floodplain, to find the park site was NOT with in the 100-year floodplain.
- In July of 2013 MAPF, LJM Design Group and the Town of Truckee held a Community Input Workshop at the park site to discuss the plans, materials and components of the park with the larger community. We had 32 participants attend and learn about the park. Each person also provided written and verbal feedback to MAPF regarding the project.
- Community Input Survey was sent out to 600 of MAPF members with 72 fully completed and returned to the organization. Each result supported the project and provided design feedback on materials, components and services people would be willing to donate or provide in-kind.

Schematic Design and Review

- In February of 2013 LJM Design Group submitted an revised park concept to the Town of Truckee Planner, Jenna Endres. The Town had limited capacity to get right back to MAPF and LJM Design Group. We finally received comments from the Town in April of 2013, suggesting the plans and floodplain assessment be routed to Lahontan for approval and determination of other needed permits.
- The Town of Truckee routed the plans and new floodplain data to Lahontan an we received the following authorization:
From: Tyler, Tobi@Waterboards [mailto:tobi.tyler@waterboards.ca.gov]
Sent: Friday, June 14, 2013 12:03 PM
To: Jenna Endres

Cc: Miller, Alan@Waterboards
Subject: Trout Creek Pocket Park

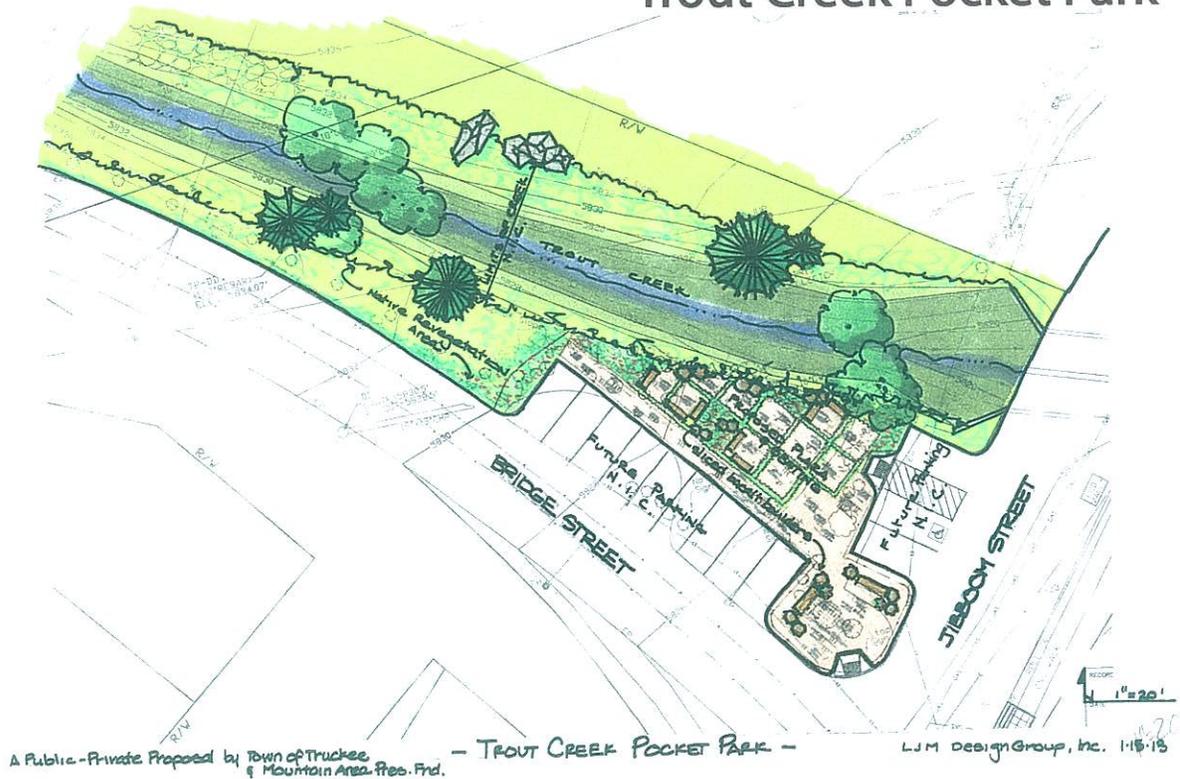
Hi Jenna, In response to your Project Routing Request for the Trout Creek Pocket Park project on the corner of Jibboom and Bridge Streets, we concur that the project would be outside the 100-year floodplain and therefore does not need a floodplain exemption from our Basin Plan prohibitions. It is also under one acre of disturbance, so no permits are needed from the Lahontan Water Board.

Thank you for your request for comment.

Tobi Tyler, California Regional Water Quality Control Board – Lahontan Region

- After Lahontan approved the plans and schematic, the Town of Truckee verified there would be no need for CEQA and the Town would authorize an Encroachment permit for the site once final, 100% construction drawings were approved by the Town of Truckee Building Department.
- Please see attached 2013 Draft Schematic/Concept Plan for Trout Creek Pocket Park and small graphic pasted below.

Trout Creek Pocket Park



Design Documents with details and specifications to support final completion of CEQA and Permitting

- 100% of Final Construction Plans were submitted to the Town of Truckee's Building Department in November of 2013 and then in December of 2013 with edits made and the final set of plans submitted to Senior Engineer Mike Vaughn. (Please see Final Construction Plans for Trout Creek Pocket Park attached to this report)
- On December 23rd the Town of Truckee authorized an Encroachment Permit to MAPF for the Trout Creek Pocket Park. (Please see Encroachment Permit attached to this report).

Sierra Nevada Conservancy Grant Program Project Reporting Guidelines

Progress Reports are required periodically throughout the term of the Grant Agreement (Refer to Exhibit B of the Grant Agreement). These reports will allow you and the Sierra Nevada Conservancy (SNC) to see the degree to which the project is on track and achieving your projected outcomes. Your Progress Reports will further provide the SNC with information that will help us to explain your work to the Board Members and various other audiences. Timing of Progress Reports is specified in the Project Schedule included in Exhibit A of the Grant Agreement, but generally every 6 months until completion of the project.

A Progress Reporting Form is provided to Grantees on the SNC Website. **Six-month Progress Reports** should reflect the previous 6-month period; **Final Reports** should address each question for the entire grant period – looking at the project as a whole.

The form specifies the items you will need to report on. For the Six-Month Interim Report these include, but are not limited to: *A Progress Report Summary of work completed, Deliverables or Outcomes Completed, Challenges or Opportunities Encountered, Unanticipated Successes Achieved, Actual Costs compared to Budgeted Costs, Any Additional Relevant Materials Produced, and Next Steps.*

The Final Report will include additional information, such as: *Resources Leveraged, Capacity-Building Results and Collaboration and Cooperation with Stakeholders, a Description of Project Accomplishments, and SNC Approved Performance Measures.*

Please make sure that you submit complete reports by the dates requested in your Grant Agreement.



ENCROACHMENT PERMIT

APPLICANT: Mountain Area Preservation
P.O. Box 25
Truckee, CA 96160

Alexis Ollar
Phone: 530-582-6751
Cell: 808-551-9282

PERMITTEE: Phone:
Call:

PROJECT: Installation of streetscape and associated improvements within the Bridge Street and the Jibboom Street right-of-way for the Trout Creek Pocket Park according to the attached improvement plans (eight sheets) prepared by Acumen Engineering Company (Sheets C1 - C5) and LJM Design Group (Sheets L1.1, L2.1 & L2.2).

SPECIAL CONDITIONS:

1. Cost of this permit is \$1,590.00.
2. Prior to construction, an approved agreement for maintenance of the proposed improvements, including snow removal, shall be in place between Mountain Area Preservation and Truckee Donner Recreation and Park District or an approved alternate agency or entity.
3. Traffic control, according to the MUTCD, shall be in place during all construction activities in the roadway.
4. All construction activities shall be limited to 7:00 AM to 6:00 PM.
5. All equipment and materials shall be off the roadway and properly delineated at night, according to the MUTCD.
6. Proper BMP's for erosion control according to the Lahontan Regional Water Quality Control Board shall be in place prior to and maintained throughout construction. Measures for spill prevention and spill clean up shall be readily available onsite.
7. If any part of the completed installation interferes with the use of the roads by the general public, or needs adjusting to match the grade of the roadway, or is in conflict with any future Town improvement projects, including underground drainage, it must be relocated or removed at the sole expense of the applicant, its assigns or successors.
8. Work zones within pavement or shoulder sections shall be cleaned daily and maintained free of dirt or dust during non-work hours. Cleaning shall consist of sweeping, washing or other means necessary to remove dirt and debris from the roadway surface.
9. All excavation, backfill, compaction, and pavement repair shall be performed in accordance with the *Town of Truckee Public Improvement and Engineering Standards* adopted May 2003.
10. Applicant shall, to the maximum extent allowed by law, indemnify, defend, and hold harmless Town, its officers, employees, agents, and volunteers, from any and all claims, actions, losses, damages, or liabilities stemming from or otherwise relating to this Permit, the Town property, and/or the permitted work, except for such claims, actions, losses, damages or liabilities caused by the sole negligence or gross misconduct of Town.
11. Notify Michael Vaughan of the Engineering Division at 530-582-2923 at least 48 hours prior to beginning work and at the completion of the permitted project.

Alexis Ollar, Executive Director

Alexis Ollar
Date 11/23/13

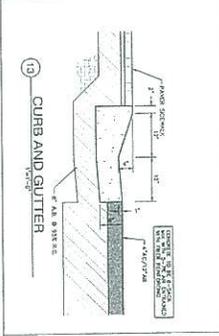
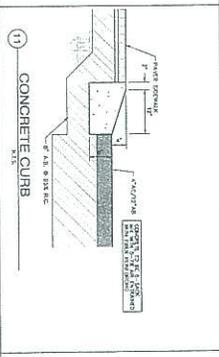
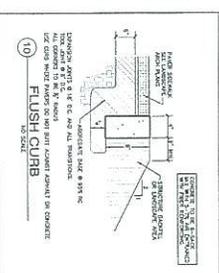
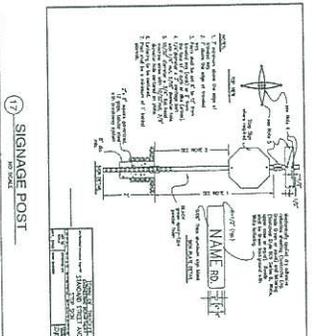
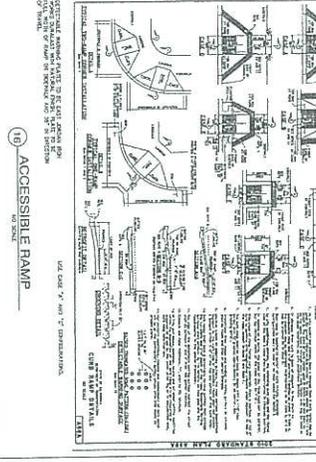
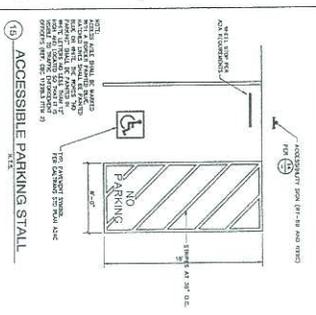
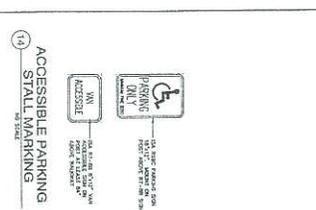
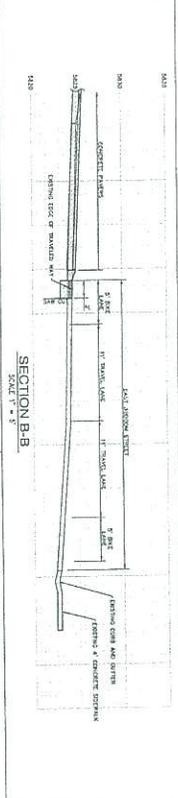
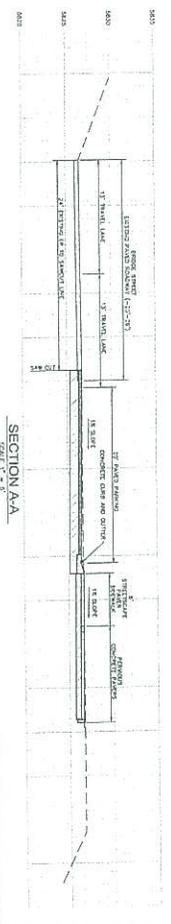
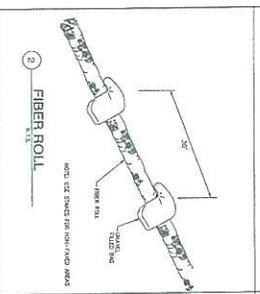
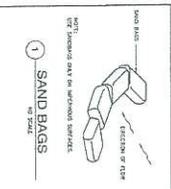
Deborah
Date 23, 2013

The permit is approved subject to applicant's and permittee's acceptance of the Special Conditions. The start of any specified work shall constitute acceptance of all provisions. The permit shall become void if all contemplated work is not completed before the expiration date and is revocable at any time. Any voided or revoked permit shall become a violation, which will be handled in accordance with applicable State and Town regulations.

Michael L. Vaughan, Senior Engineer

Michael L. Vaughan
Date Dec 23, 2013

10183 Truckee Airport Road, Truckee, CA 96161-3306
Administration: 530-582-7700 / Fax: 530-582-7710 / e-mail: truckee@townoftruckee.com
Community Development: 530-582-7820 / Fax: 530-582-7889 / e-mail: cdd@townoftruckee.com
Animal Control/Vehicle Abatement: 530-582-7830 / Fax: 530-582-7889 / e-mail: animalcontrol@townoftruckee.com
Police Department: 530-550-2328 / Fax: 530-550-2326 / e-mail: policedepartment@townoftruckee.com



PERMIT SET



TROUT CREEK POCKET PARK
 NORTHEAST CORNER OF JIBBOOM STREET
 AND BRIDGE STREET
 TRUCKEE, CALIFORNIA
 NEVADA COUNTY

ACUMEN ENGINEERING
 C O N S T R U C T I O N
 O F M E M P A N Y
 1710 W. 10TH ST. SUITE 200
 TRUCKEE, NV 89402
 TEL: 775.462.1111
 FAX: 775.462.1112

PROJECT: **C4**
 DATE: 17 DECEMBER 2013
 DRAWING: **DETAILS**



Ms. Jenna Endres
Town of Truckee
10183 Truckee Airport Road
Truckee, California 96161

May 7, 2013

Re: Trout Creek Pocket Park
Delineation of Zones AE and X Flood Limits

Dear Ms. Endres:

Acumen Engineering and LJM Design Group have been retained by the Mountain Area Preservation Foundation to prepare design and permitting documentation for the Trout Creek Pocket Park project located near the intersection of East Jibboom and Bridge Streets in downtown Truckee. Flood Insurance Rate Map (FIRM) 06057C0533E shows the area of the proposed park as being within both Zones AE and X of Trout Creek. A topographic survey of the site was performed by Sage Land Surveying in November of 2012 using the NAVD88 vertical datum and Benchmark PID-KS0167. The attached site plan compares the water surface elevations from the referenced FIRM to the detailed topographic information and the area of the park site (outlined in red). The result of using more detailed and current topographic mapping confirms the proposed park area does not encroach into either flood zone and thus does not violate Town of Truckee or Lahontan Regional Water Quality Control Board prohibitions against disturbance of the 100-year flood plain.

Based on these findings, we propose to continue with the design and permitting process; please do not hesitate to contact me if you have any questions concerning this mapping or the project in general.

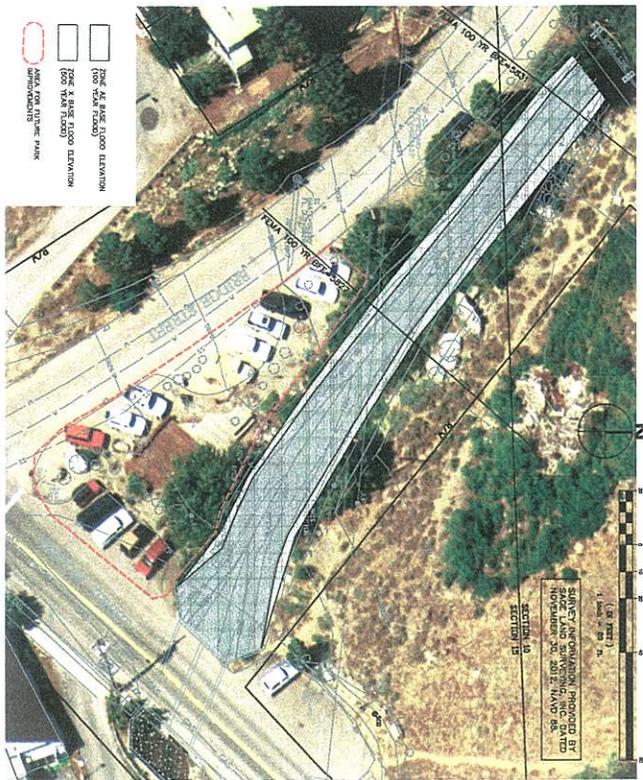
Sincerely,

A handwritten signature in black ink that reads "Bill Quesnel". The signature is fluid and cursive.

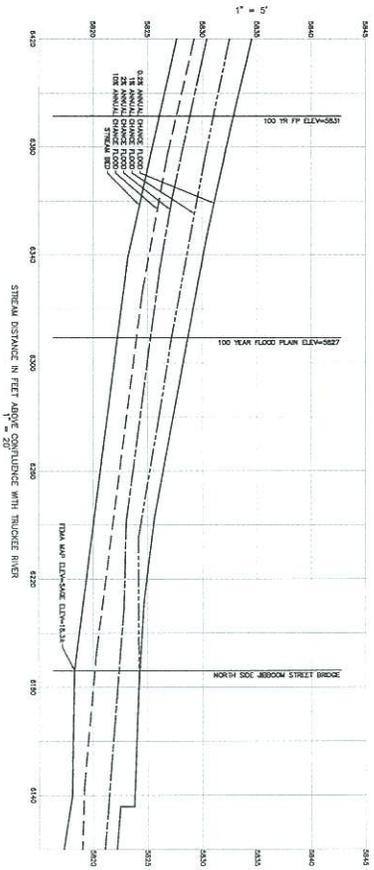
Bill Quesnel PE
Principal Engineer

PH: 305.502.8068
Fax: 305.502.8069
e-mail: bquesnel@alltel.com

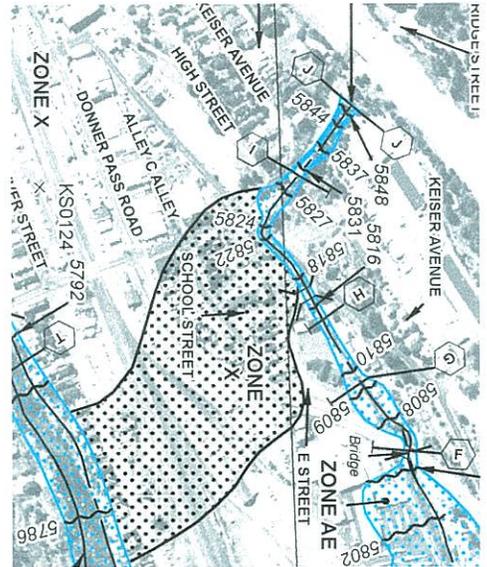
Post Office Box 3497
Truckee, CA 96160



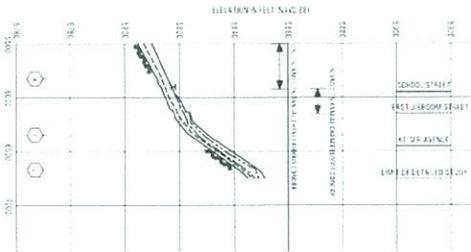
SITE PLAN



TROUT CREEK FEMA PROFILE INFORMATION



FIRM
 FLOOD INSURANCE RATE BOARD
 NATIONAL FLOOD INSURANCE PROGRAM
 CALIFORNIA
 POLICY NUMBER: 123456789
 EFFECTIVE DATE: 01/01/2015
 EXPIRES: 12/31/2015
 FEDERAL EMERGENCY MANAGEMENT AGENCY
 DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT



FEDERAL EMERGENCY MANAGEMENT AGENCY
 NEVADA COUNTY, CA
 UNINCORPORATED AREAS
 727

TROUT CREEK POCKET PARK
 NORTHEAST CORNER OF JIBBOOM STREET
 AND BRIDGE STREET
 TRUCKEE, CALIFORNIA
 NEVADA COUNTY

ACUMEN ENGINEERING
 CONSULTANTS
 10000 TRUCKEE DRIVE, SUITE 200
 TRUCKEE, NV 89402
 PHONE: (775) 444-1111
 FAX: (775) 444-1112
 WWW.ACUMENENGINEERING.COM

CLIENT NAME: NEVADA COUNTY
PROJECT NAME: TROUT CREEK POCKET PARK
DATE: 02 MAY 2015
SCALE: 1" = 10'
DESIGNER: [Name]
CHECKER: [Name]
APPROVER: [Name]

EXHIBIT: FLOOD PLAIN EXHIBIT
SHEET: 1 OF 2 SHEETS

APPROVALS

TOWN OF TRUCKEE THESE IMPROVEMENT PLANS HAVE BEEN REVIEWED AND APPROVED FOR CONSTRUCTION IN CONFORMANCE WITH THE FINAL CONDITIONS AND MITIGATION MEASURES DESCRIBED IN APPLICATION NO. _____

TOWN OF TRUCKEE BUILDING DIVISION DATE

TOWN OF TRUCKEE PLANNING DIVISION DATE

TOWN OF TRUCKEE ENGINEERING DIVISION DATE

TOWN OF TRUCKEE ENGINEERING DIVISION DATE

PROPERTY OWNER: TOWN OF TRUCKEE DEVELOPER: AREA PRESERVATION FOUNDATION

- SHEET 1 - COVER SHEET
SHEET 2 - TEMPORARY EROSION CONTROL PLAN
SHEET 3 - GRADING & DRAINAGE PLAN
SHEET 4 - DETAILS
SHEET 5 - DETAILS

SHEET INDEX

TRUCKEE CALIFORNIA NEVADA COUNTY

TROUT CREEK POCKET PARK NORTHEAST CORNER OF JIBBOOM STREET AND BRIDGE STREET

TOWN OF TRUCKEE CONSTRUCTION NOTES

- 1. All construction shall conform to the standards of the Nevada Department of Transportation...
2. THE CONSTRUCTION OF CONCRETE SHALL BE IN ACCORD WITH THE STANDARD SPECIFICATIONS FOR CONCRETE...
3. All concrete shall be placed and finished in accordance with the approved concrete placement and finishing plan...
4. All steel beams shall be installed in accordance with the approved steel erection plan...
5. All steel beams shall be installed in accordance with the approved steel erection plan...
6. All steel beams shall be installed in accordance with the approved steel erection plan...
7. All steel beams shall be installed in accordance with the approved steel erection plan...
8. All steel beams shall be installed in accordance with the approved steel erection plan...
9. All steel beams shall be installed in accordance with the approved steel erection plan...
10. All steel beams shall be installed in accordance with the approved steel erection plan...

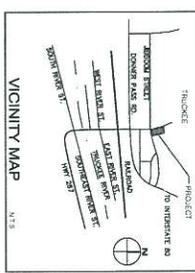
TOWN OF TRUCKEE CONSTRUCTION NOTES

- 14. The time of utility projects may require the contractor to uncover any hydroponics...
15. Any utility project shall be completed within the time frame specified in the approved utility plan...
16. All utility projects shall be completed within the time frame specified in the approved utility plan...
17. All utility projects shall be completed within the time frame specified in the approved utility plan...
18. All utility projects shall be completed within the time frame specified in the approved utility plan...
19. All utility projects shall be completed within the time frame specified in the approved utility plan...
20. All utility projects shall be completed within the time frame specified in the approved utility plan...

- UTILITY PROVISIONS
SANITARY SEWER - TRUCKEE SANITARY DISTRICT (320) 587-1804
POWER/COMMUNICATIONS - TRUCKEE POWER PLANT (320) 582-3949
WATER - TRUCKEE WATER PLANT (320) 582-3909
NATURAL GAS - EQUIPMENT GAS (320) 982-7229
TELEPHONE - AT&T (320) 582-7243
CABLE TV - SUDENLINK (320) 587-6100



NOTE: THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL EXISTING UTILITIES AND STRUCTURES... THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL EXISTING UTILITIES AND STRUCTURES...



INSTRUCTIONS TO CONTRACTORS
48 HOUR NOTICE REQUIRED PRIOR TO COMMENCING WORK
BEFORE COMMENCING WORK, THE CONTRACTOR SHALL NOTIFY THE TOWN OF TRUCKEE ENGINEERING DEPARTMENT OF TRANSPORTATION SERVICES...

RECORD DRAWINGS NOTE
AN IMPROVEMENT PROJECT ON TRUCKEE CREEK POCKET PARK, TRUCKEE, CALIFORNIA, IS BEING SUBMITTED FOR REVIEW AND APPROVAL BY THE TOWN OF TRUCKEE ENGINEERING DEPARTMENT OF TRANSPORTATION SERVICES... THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL EXISTING UTILITIES AND STRUCTURES...



CONTRACTOR SIGNATURE:
DATE:
PERMIT SET

ACUMEN ENGINEERING
CORPORATION
1700 W. WASHINGTON ST.
TRUCKEE, CA 99551
TEL: (775) 864-8888
FAX: (775) 864-8889

TROUT CREEK POCKET PARK
NORTHEAST CORNER OF JIBBOOM STREET AND BRIDGE STREET
TRUCKEE, CALIFORNIA
NEVADA COUNTY

Table with columns: SHEET, OF 5 SHEETS, COVER SHEET, C1

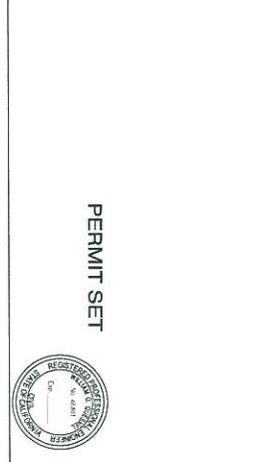
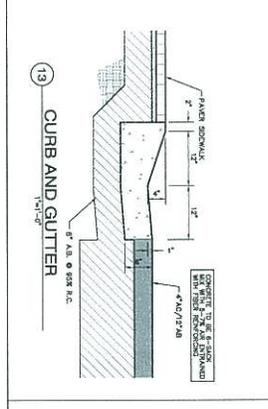
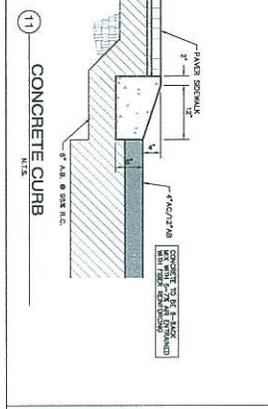
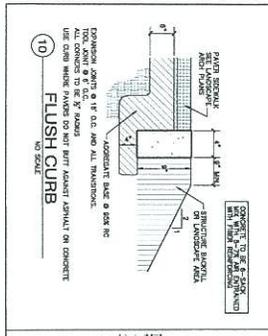
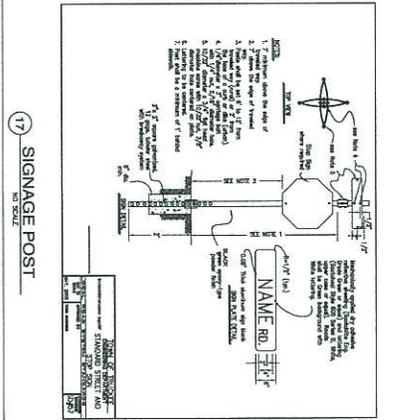
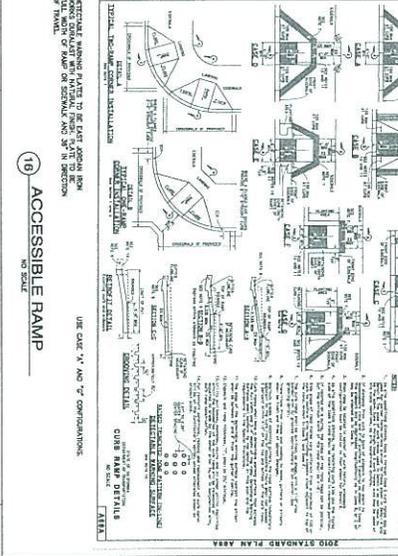
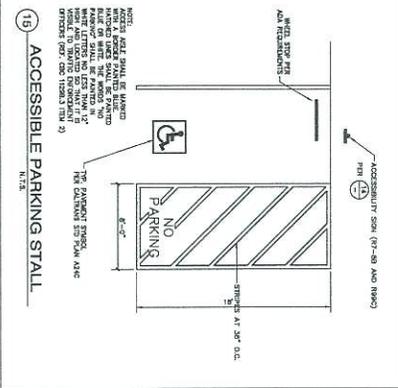
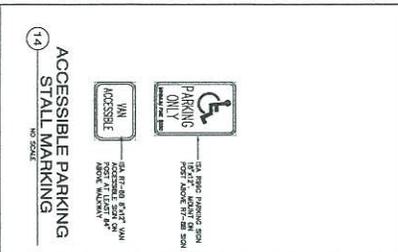
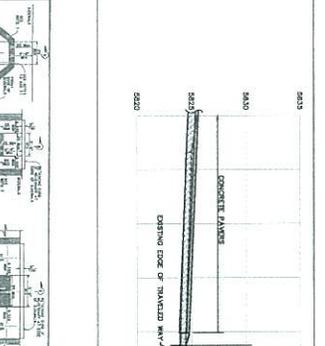
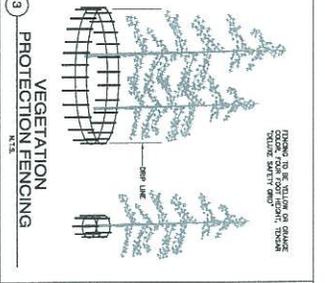
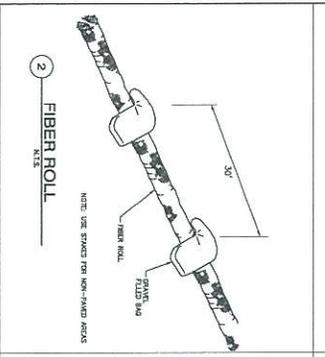
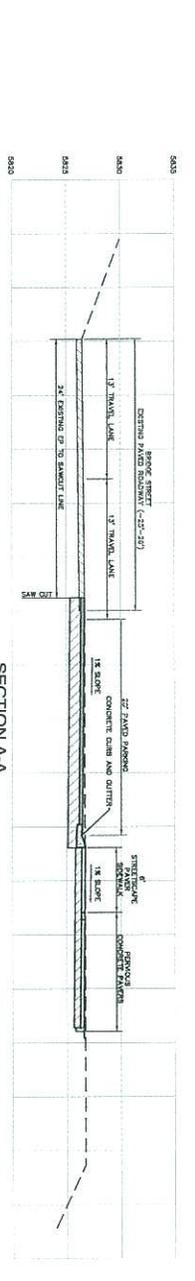
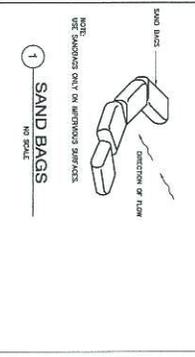
TROUT CREEK POCKET PARK
 NORTHEAST CORNER OF JIBBOOM STREET
 AND BRIDGE STREET
 TRUCKEE, CALIFORNIA
 NEVADA COUNTY

CLIENT NAME: TRUCKEE CITY AND TOWN FOUNDATION
 FOUNDATION

PROJECT NAME: TROUT CREEK POCKET PARK INTERPRETATION
 SCALE: 1" = 20'
 DATE: 17 DECEMBER 2013
 REVISIONS:

DESCRIPTION: DETAILS

SHEET: C4
 OF 3 SHEETS



Trout Creek Pocket Park

Community Input Workshop



A Public-Private Proposal by Town of Truckee & Mountain Area Pres. Fnd.

- TROUT CREEK POCKET PARK -

LJM Design Group, Inc. 11/15/15

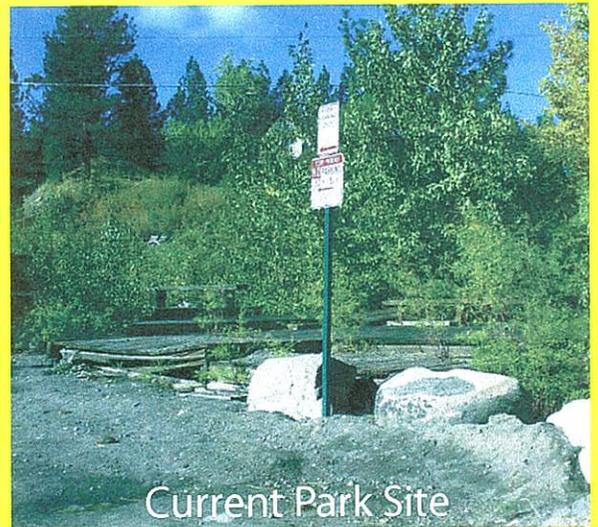
Monday July 15th, 5:30-7:00

at Trout Creek Pocket Park Site
Jibboom and Bridge Street

Join Mountain Area Preservation (MAP), LJM Design Group and the Town of Truckee for a community workshop for the planning and design of Trout Creek Pocket Park. The pocket park will help to revitalize an underused part of historic downtown Truckee and restore the health of Trout Creek. MAP is seeking community input for the final design.

The workshop will be located at the project site located on Jibboom and Bridge Street, across from Crossfit Jibboom.

For more information on the project go to www.MountainAreaPreservation.org or contact Alexis at 530.582.6751 or Alexis@mapf.org



Current Park Site



mountain area preservation
ESTABLISHED IN 1987

Funding for Project
Provided By:



Trout Creek Pocket Park Workshop at Park Site July 15, 2013



LJM Design Group, Laura Mello Explaining Park Design, Features and Materials



Acumen Engineering, Sue Duerksen explaining floodplain assessment and data verifying the park site was not in the 100 year floodplain July 15, 2013

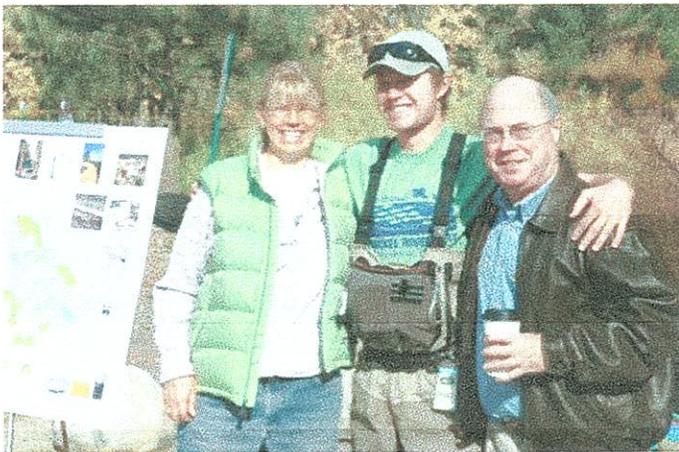


Acumen Engineering, Sue Duerksen explaining floodplain assessment and data verifying the park site was not in the 100 year floodplain July 15, 2013

Trout Creek Pocket Park Initial Site and Community Outreach 2008



SWEP/MAPF educating local youth about the future park and the Trout Creek ecosystem.



Past Executive Director Kaitlin Backlund with former Town Council member Richard Anderson and consultant from Balance Hydrology. At Park Site 2008.

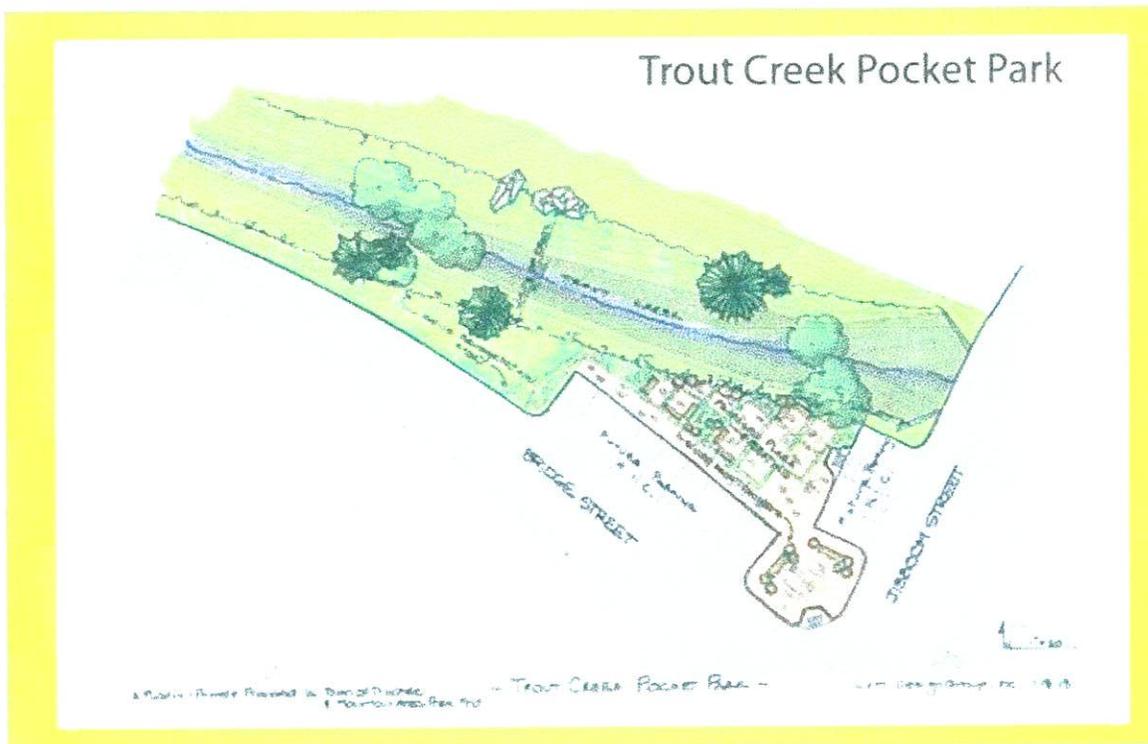


SWEP/MAPF educating local youth about the future park and the Trout Creek ecosystem.

Want to Learn About the Trout Creek Pocket Park?



Current Park Site at Jibboom and Bridge Street



Future Trout Creek Pocket Park

2016 eyed for Truckee pocket park construction

By Margaret Moran
mmoran@sierrasun.com

The downtown Trout Creek Pocket Park is steadily moving closer to realization.

Since 2007, Mountain Area Preservation has spearheaded the project. The group aims to submit final design plans later this month to the town of Truckee's building department, said Executive Director Alexis Ollar.

"Our hope (is) to restore an underutilized part of historic downtown and create a green/public gathering place for tourists and locals alike to meet and enjoy the Trout Creek environment," she said.

Features for the less-than-1,000-square-foot park at the corner of Fibboom and Bridge streets include benches, tables, bike racks, interpretive kiosks on Trout Creek historical and environmental information, and space for changeable public art displays.

Under the Sustainable Sites Initiative, the park would have a level patio of permeable paving to help

with snow load, a creekside berm to mitigate runoff, plantings for shade, and solar lighting.

The initiative follows voluntary national guidelines and performance benchmarks for sustainable land design, construction and maintenance practices.

In 2014, MAP will launch a capital campaign to raise \$200,000 — \$150,000 for construction and \$50,000 for maintenance — which is expected to take 2 to 3 years, Ollar said.

Construction will likely occur in spring or summer 2016, she said. MAP, the town and Truckee-Donner Recreation and Park District would partner to maintain the site.

"We are ecstatic that the project will come to fruition in the next few years and be an asset for the local community and the environment in downtown," Ollar said.

Supporting groups include the Truckee River Watershed Council, Contractors Association of Truckee Tahoe, Truckee Public Arts Commission, Truckee Trails Foundation, Truckee Donner Public Utility District and Truckee Downtown

Trout Creek Pocket Park



Trout Creek Pocket Park conceptual plan.

Merchants Association.

Formerly the Mountain Area Preservation Foundation, MAP

is a grassroots nonprofit aimed at preserving the Truckee region's community character and natural

environment for present and future generations. Learn more at www.mapf.org.