



July 23, 2021

Joe Harn
El Dorado County
Auditor/Controller Department
360 Fair Lane
Placerville, CA 95667

In regards to: Funds needed from Index Code# 80310317; \$23,246.11

Dear Joe Harn,

Please release funds from index code # 80310317, in the amount of \$23,246.11, for capital project expenditures through June 30, 2021. The request includes reimbursements related to Bass Lake Regional Park, and Valley View Village Park as approved by the El Dorado Hills Community Services District Board of Directors in the Park Impact Fee Capital Projects budget, Nexus Study dated August 21, 2017, and Master Plan dated June 2016.

To assist you in locating and reviewing the pertinent documents associated with the District Board's findings and approvals for the aforementioned capital projects the following is provided to you:

FY 20/21 Budget, which includes the capital projects. Found on the District's website here:

https://cms8.revize.com/revize/eldoradohills/Document%20Center/About/Administration%20&%20Finance/Budget%20Report/approved_budget_fy_2020_21.pdf

Page 53-72 of budget and pages 256-275 of the June 2020 Board Meeting packet, cover the District's Capital projects.

FY 20/21 Budget Approval – Signed Minutes from June 2020 Board of Directors Meeting. Minutes may be found on the District's website here:

<https://cms8.revize.com/revize/eldoradohills/Document%20Center/Board%20of%20Director%20Agendas%20&%20Minutes/2020/2020%20All%20Board%20Minutes%20Signed.pdf>

The District Board of Directors has approved a Nexus Update on January 11, 2018, see here https://cms8.revize.com/revize/eldoradohills/Document%20Center/Board%20of%20Director%20Agendas%20&%20Minutes/2018/Agendas/00_2018_01_11_Agenda_Combined_Packet_for_Posting.pdf and signed Minutes here <https://cms8.revize.com/revize/eldoradohills/Document%20Center/Board%20of%20Director%20Agendas>

[%20&%20Minutes/2018/Minutes/2018_Signed%20Minutes_small.pdf](#) . This update has also been submitted and approved by the El Dorado County Board of Supervisors on July 17, 2018 through Resolution 135-2018.

El Dorado Hills Community Services District Master Plan, found here https://www.eldoradohillscsd.org/programs_and_amp_activities/csd_master_plan_update_2015-2016.php and approved in June 2016, see here https://cms8.revize.com/revize/eldoradohills/2016_06_09_bod_agenda_packet.pdf and here https://cms8.revize.com/revize/eldoradohills/2016_Minutes_Board%20Meetings_Signed_small.pdf

El Dorado Hills has seen significant growth since the previous CSD Parks and Recreation Facilities Master Plan (Plan) was completed in 2007 and is expected to see an increase of another 13,111 residents by 2035. The increase in population has placed an additional demand for public facilities and the aforementioned projects are being constructed to accommodate the new development within the community. Valley View Village Park and Bass Lake Regional Park are upcoming parks planned to serve new residents. These projects, and the administration of them, are therefore funded at 100% Park Impact Fees.

When updating the Plan in 2016 the District sought community involvement, evaluated recreation trends and best practices, and reviewed past planning efforts to establish a future vision. The Master Plan is a guide and planning tool for the CSD to follow when prioritizing future projects. The projects for which the District has submitted this funding request are identified within the Master Plan as follows:

(see excerpts below)

This Master Plan establishes the goal of developing and maintaining diverse park and recreation facilities and program opportunities and provides recommendations for increasing the number and diversity of parks and programming in El Dorado Hills. Throughout the Master Planning process, community members emphasized the important role that the District's recreation facilities play in exercise, sports, recreation and social opportunities in El Dorado Hills. Stakeholders expressed the need for additional pool, sports fields, bocce ball courts, and senior center capacity. Community input revealed that El Dorado Hills and Promontory Community Parks are the most frequently used parks in the system. Residents value these large parks for their many and diverse features, including sports facilities and casual athletic opportunities, open spaces and well-maintained water features that can be enjoyed by all family members.

A.6 Apply the design guidelines contained in Appendix C when developing new parks, reviewing private park proposals and reinvesting in existing parks.

- Neighborhood parks should at minimum have a playground, picnic shelter, sports court and an internal pathway system.
- Village parks should have all of the amenities of a neighborhood park plus at least two additional compatible recreation facilities (see the design guidelines). Restrooms are provided. Sports fields may be included.

Village Parks

- There are six (as well as three Special Use Parks that are counted in the Neighborhood Park acreage) Village Parks in El Dorado Hills comprising a total of 64.69 acres resulting in a current LOS of 1.47.
- This acreage nearly meets the Village Park LOS standard of 1.5 acres/1,000 residents.
- At the District's projected 2035 population, the District should include an additional 20.51 acres of village park land to meet the 1.5 acre LOS.

Table 7: Recommendations for Existing District Parks (cont.)

Site	Recommended Enhancements
Village Parks	
Peter Bertelsen Memorial Park	Landscape renovation and sustainability enhancements, park amenity enhancements, major maintenance and reinvestment
Kalitheia Park	Landscape renovation and sustainability enhancements, major maintenance and reinvestment
Lake Forest Park	No additions recommended
Stephen Harris Tennis Courts Park	Landscape renovation and sustainability enhancements, park amenity enhancements, major maintenance and reinvestment
Oak Knoll Park	Landscape renovation and sustainability enhancements, park amenity enhancements
Village Green @ Serrano	Landscape renovation and sustainability enhancements, park amenity enhancements

Table 12: Proposed New Parks

Site	Size (acres)	Recommendation	Planning-Level Cost*
Neighborhood Parks			
Saratoga Estates Lot F Park	1.10	Acquire and develop in accordance with Neighborhood Park design guidelines	\$487,000
Saratoga Estates Lot I Park	1.90	Acquire and develop in accordance with Neighborhood Park design guidelines	\$823,000
Village Parks			
Carson Creek (Heritage) Park	4.65	Acquire and develop in accordance with Village Park design guidelines	\$3,154,800

Table 12: Proposed New Parks (cont.)

Site	Size (acres)	Recommendation	Planning-Level Cost*
East Ridge @ Valley View Village Park	9.80	Acquire and develop in accordance with Village Park design guidelines	\$6,615,600
Saratoga Estates Lot M Park	5.30	Acquire and develop in accordance with Neighborhood Park design guidelines	\$3,591,600
Valley View South Village Park	13.60	Acquire and develop in accordance with master plan	\$4,599,600
Valley View North Village Park	13.00	Acquire and develop in accordance with master plan	\$4,398,000

Community Parks

- At the time of the 2007 Master Plan, the District's only developed community park was the EDH Community Park. Promontory Park added 18.72 acres to the District's Community Park inventory and provides a variety of facilities including playgrounds, a splash pad, picnic areas, bocce ball courts and fields.
- EDH now has 58.22 acres of Community Park land, resulting in a current LOS of 1.33 acres/1,000 residents.
- This acreage does not meet the 2.0 acres/1,000 residents Community Park LOS standard.
- Based on that standard, the District should add 29.5 acres of Community Park land to meet the LOS standard.
- The current Community Park acreage offers an LOS of .99 for the projected 2035 population. The District would need an additional 59.44 acres to meet the current LOS standard for the projected 2035 population².

C.3 Pursue management of Bass Lake as a regional park maintained through a regional public/private partnership.

- Explore development of an environmental education or nature center in coordination with local schools at Bass Lake Park and New York Creek, including development of nature programs.
- Support preparation and implementation of a natural resource management plan for this site to enhance the health of the Bass Lake ecosystem.
- If land ownership or management responsibility is transferred to the District, it would be optimal to be accompanied by a funding package.

Within the District's Nexus Study, David Taussig & Associates (DTA) includes an AB 1600 Nexus Test on page 10, Table 3, as depicted below:

TABLE 3
EL DORADO HILLS COMMUNITY SERVICES DISTRICT

Public Park and Recreational Facilities AB 1600 Nexus Test	
Identify Purpose of Fee	Park and Recreational Facilities.
Identify Use of Fee	The design, acquisition, installation, and construction of public park and recreational facilities.
Demonstrate how there is a reasonable relationship between the need for the public facility, the use of the fee, and the type of development project on which the fee is imposed	New development will generate additional residents who will increase the demand for active and passive park and recreational facilities within the District. Land will have to be purchased and improved to meet this increased demand, thus a reasonable relationship exists between the need for park and open space facilities and the impact of development. Fees collected from new development will be used exclusively for park, recreational, and open space facilities identified here in Section IV.

Identified on page 13, Table 7, of the District's Nexus Study, are Cost Assumptions for New Park Development and related administration.

TABLE 7
DEVELOPMENT IMPACT FEE SUMMARY

Fees Per Unit			
	Park Fees	Admin. (3%)	Total Fees
Single Family Residential	\$11,377	\$341	\$11,718
Multi-Family Residential	\$7,509	\$225	\$7,734
Age-Restricted	\$6,649	\$199	\$6,848

¹Numbers may not sum due to rounding.

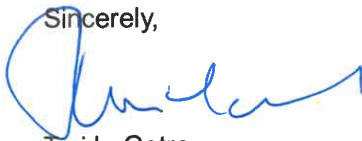
The District would like the requested funds wired to our account at Five Star Bank at your earliest convenience. Wire instructions are as follows:

Five Star Bank
6810 Five Star Boulevard
Rocklin, CA 95677

Bank Account # 3508498
Routing # 121143037

Should you have any questions in regards to this wire transfer please contact me at (916) 614-3217.
Thank you for your assistance.

Sincerely,



Teri L. Gotro
Controller



INVOICE

GL Account: 958-9-90-9000-5171

Invoice Number	1806994
Invoice Date	July 2, 2021
Customer Number	25986
Project Number	2042535301

Bill To

El Dorado Hills Community Services District
 Tauni Fessler
 1021 Harvard Way
 El Dorado Hills CA 95762
 United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
 13980 Collections Center Drive
 Chicago IL 60693
 United States
 Federal Tax ID
 11-2167170

Project Description: Valley View Park CD

Stantec Project Manager:	Marcillac, Paul A
Authorization Amount:	\$296,250.00
Authorization Previously Billed:	\$281,336.76
Authorization Billed to Date:	\$289,712.37
Current Invoice Due:	\$8,375.61
For Period Ending:	June 29, 2021

Email: tfessler@edhcsd.org, jkernen@edhcsd.org

INVOICE

Invoice Number

1806994

Project Number

2042535301

Top Task 204**Construction Docs****Low Task 204.001****Landscape****Professional Services****Billing Level****Date****Hours****Rate****Current
Amount**

Level 13

Christiansen, Andrew J

2021-05-04

1.00

190.00

190.00

Christiansen, Andrew J

2021-05-06

1.00

190.00

190.00

Christiansen, Andrew J

2021-05-10

2.00

190.00

380.00

Christiansen, Andrew J

2021-05-17

0.50

190.00

95.00

4.50**855.00****Professional Services Subtotal****4.50****855.00****Low Task 204.001 Subtotal****855.00****Low Task 204.003****Elec****Professional Services****Billing Level****Date****Hours****Rate****Current
Amount**

Level 12

Liu, Claire C

2021-06-01

1.00

181.00

181.00

Liu, Claire C

2021-06-02

1.00

181.00

181.00

2.00**362.00****Professional Services Subtotal****2.00****362.00****Low Task 204.003 Subtotal****362.00****Low Task 204.005****Structural****Professional Services****Billing Level****Date****Hours****Rate****Current
Amount**

INVOICE

Invoice Number

1806994

Project Number

2042535301

Level 15

Carlson, James Forrest (Jim)

2021-06-02	1.77	212.00	375.79
	1.77		375.79

Professional Services Subtotal**1.77****375.79****Low Task 204.005 Subtotal****375.79****Top Task 204 Total****1,592.79****Top Task 205****Agency Submittals****Low Task 205****Agency Submittals****Professional Services****Billing Level****Date****Hours****Rate****Current
Amount**

Level 09

Channell, John	2021-06-02	0.50	153.00	76.50
Channell, John	2021-06-03	0.50	153.00	76.50
Channell, John	2021-06-14	1.50	153.00	229.50
Channell, John	2021-06-16	1.00	153.00	153.00
Channell, John	2021-06-21	1.00	153.00	153.00
		4.50		688.50

Level 11

Riles, Poyom Fidel	2021-06-14	1.25	172.00	215.00
Riles, Poyom Fidel	2021-06-15	1.50	172.00	258.00
Riles, Poyom Fidel	2021-06-16	1.00	172.00	172.00
Riles, Poyom Fidel	2021-06-17	2.00	172.00	344.00
Riles, Poyom Fidel	2021-06-18	0.19	172.00	32.01
Riles, Poyom Fidel	2021-06-21	2.00	172.00	344.00
Riles, Poyom Fidel	2021-06-22	1.00	172.00	172.00
Riles, Poyom Fidel	2021-06-23	1.00	172.00	172.00
Riles, Poyom Fidel	2021-06-24	2.00	172.00	344.00
		11.94		2,053.01

Level 13

Christiansen, Andrew J

2021-06-14	4.00	190.00	760.00
	4.00		760.00

Professional Services Subtotal**20.44****3,501.51**

INVOICE

Invoice Number 1806994
Project Number 2042535301

Low Task 205 Subtotal **3,501.51**

Top Task 205 Total 3,501.51

Top Task 206 **Amendment No 1**

Low Task 206.002 Landscape

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
12,800.00 X 100.00 % Complete	12,800.00	10,240.00	2,560.00
Progress Charge Subtotal			2,560.00

Low Task 206.002 Subtotal **2,560.00**

Low Task 206.900 Expenses

Disbursements

	Date	Cost	%	Current Amount
Direct - Other Direct Expenses				
Manitta, Christine Elizabeth US3426737	2021-06-10	655.74	10.00	721.31
Disbursements Subtotal				721.31

Low Task 206.900 Subtotal **721.31**

Top Task 206 **Total 3,281.31**

Total Fees & Disbursements \$8,375.61

INVOICE TOTAL (USD) \$8,375.61

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Tanni Pessler

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Kevin Lowen

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7/8/2021 | 7:07:41 AM PDT

Expense Report: US3426737



Name: Manitta, Christine Elizabeth; 40217
 Expense Dates: 2021-06-10 to 2021-06-10
 BC: 2042
 Last Approver: Marcillac, Paul A
 Purpose: SWPPP processing fee for Valley View Park

Submit Date: 2021-06-16
 Lines Missing Receipt: 0
 Report Total: 655.74 USD
 Reimbursement Total: .00 USD

Payment Method	Date	Expense Type	Receipt Amount	Reimb. Amount	Mileage	Merchant Name	Expense Location	Project No.	Task No.
1 Credit Card	2021-06-10	Direct - Other Direct Expenses	14.74 USD	14.74	0	OPC STATE WB FEE		2042535301	206.900
Justification: SWPPP processing fee for Valley View Park									
2 Credit Card	2021-06-10	Direct - Other Direct Expenses	641.00 USD	641.00	0	STATE WATER BOARD		2042535301	206.900
Justification: SWPPP processing fee for Valley View Park									

This is a "printer friendly" page. Please use the "print" option in your browser to print this screen.



State Water Resources Control Board

Application Fees

Confirmation Number

1611464268339

Date & Time

Thursday, June 10, 2021 05:26PM PT

Application Fees

SWRCB Application Fee Types	SWRCB Application Number	Amount
Storm Water Application	SA532436	\$641.00

Payment Method

Amount

Service Fee

Total

Ending in 5997	\$641.00	\$14.74	\$655.74
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Account Information

Name	Christine Manitta
Street Address	555 Capitol Mall Suite 650
City	Sacramento
State	CA
Zip code	95814
Country	United States
Daytime phone	(916) 669 - 5934
Email	christine.manitta@stantec.com

RIGHT TO REFUND

You, the customer, are entitled to a refund of the money to be transmitted as the result of this agreement if ACI Payments, Inc. does not forward the money you within 10 days of the date of its receipt, or does not give instructions committing an equivalent amount of money to the person designated by you with the date of the receipt of the funds from you unless otherwise instructed by you.

If your instructions as to when the moneys shall be forwarded or transmitted are not complied with and the money has not yet been forwarded or transmitted right to a refund of your money.

If you want a refund, you must mail or deliver your written request to ACI Payments, Inc. at 6060 Coventry Drive, Elkhorn, NE 68022. If you do not receive you may be entitled to your money back plus a penalty of up to \$1,000 and attorney's fees pursuant to section 2102 of the California Financial Code.

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Manitta, Christine

From: ACI Payments, Inc. - Customer Service <customerservice@acipayonline.com>
Sent: Thursday, June 10, 2021 5:27 PM
To: Manitta, Christine
Subject: Payment Confirmation - 1611464268339

Dear ACI Payments, Inc. Customer:

Thank you for selecting ACI Payments, Inc. for your electronic payment to State Water Resources Control Board

Confirmation Number: 1611464268339
Date: 06-10-2021
Time: 07:26:55 PM CDT
Type: MasterCard
Account: *****5997

Application Fees

SWRCB Application Fee Types	SWRCB Application Number	Amount
Storm Water Application	SA532436	641.00

Total Payment:\$655.74

To check the status of your payment, visit the ACI Payments, Inc. website at https://acipayonline.com/pc_paym.jsp. Please be prepared to provide your e-mail address and one of the following two items:

- Your confirmation number, 1611464268339
- OR
- The last four digits of the card or bank account number you used for payment, 5997

Again, thank you for using ACI Payments, Inc. We hope you enjoy the convenience, cash management, and payment card benefits earned from your payment.

Customer Service ACI Payments, Inc.

Questions? Call toll-free 1-800-487-4567.



GL Account: 962-9-90-9000-5171

FUHRMAN LEAMY
LAND GROUP
 DESIGN • SERVICE • SOLUTIONS

March 22, 2021

INVOICE #:21041

Kevin Loewen
 El Dorado Hills Community Services District
 1021 B Harvard Way
 El Dorado Hills, CA 95762-4353

Subject: **BASS LAKE COMMUNITY PARK**
 Project #: EHD:18060

Invoice for Professional Services rendered and identified by phase of services below:
 Professional Services for the Period: 9/1/19 – 2/28/21.

Contract Maximum: \$15,000.00
 Previous Billings Against Max: \$0.00
 Current Billings Against Max: \$14,870.50
 Balance After This Invoice: **\$129.50**

PHASE OF SERVICES	PHASE FEE	STAFF	REG BILL HOURS	OT BILL HOURS	BILL RATE	CURRENT FEE
CONSTRUCTION ADMINISTRATION	\$3,600.00	SF	56.50	0.00	\$190.00	\$10,735.00
		AM	45.95	0.00	\$90.00	\$4,135.50
TOTAL SERVICES CONTRACT					SERVICE PHASE TOTAL	\$14,870.50
			DATE	BILL UNITS	UNIT RATE	TOTAL
REIMBURSABLE EXPENSES						
MILEAGE					\$0.54	\$0.00
MILEAGE					\$0.54	\$0.00
REIMBURSABLE EXPENSE TOTAL						\$0.00
TOTAL BALANCE DUE						\$14,870.50

This invoice is due and payable upon receipt.

DocuSigned by:
Tami Fessler 7/8/2021 | 7:04:05 AM PDT
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DocuSigned by:
Kevin Loewen 7/9/2021 | 11:49:16 AM PDT
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