

W-7.d.
04-5-19-7

AGENDA COVER MEMO

DATE: May 19, 2004
TO: Lane County Board of Commissioners
DEPT.: Public Works/Parks Division
PRESENTED BY: Jake Risley, Parks Planner

AGENDA ITEM TITLE: ORDER/In the Matter of Accepting a Facility Grant from the Oregon State Marine Board for Boating Improvements at Richardson Park, Appropriating \$91,900.00 in Fund 216, and Delegating Authority to the County Administrator to Sign the Cooperative Agreement.

I. MOTION

ACCEPT A FACILITIES GRANT FROM THE OREGON STATE MARINE BOARD FOR BOATING IMPROVEMENTS AT RICHARDSON PARK, APPROPRIATING \$91,900.00 IN FUND 216, AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN THE COOPERATIVE AGREEMENT.

II. ISSUE OR PROBLEM

Shall Lane County accept a Boating Facilities grant from the Oregon State Marine Board to improve boating facilities at Richardson Park?

III. DISCUSSION

A. Background

On May 16, 2003, the Parks Division applied for four Boating Facilities grants with the Oregon State Marine Board (OSMB) and four Boating Facilities grants with the Oregon Department of Fish and Wildlife (ODFW) pursuant to Board Order 03-5-14-11.

The Oregon State Marine Board facilities staff, in cooperation with the Oregon Department of Fish and Wildlife, recommended that two State Marine Board grants and one Department of Fish and Wildlife grant be awarded to Lane County to complete boating improvements at Munsel Lake Landing and

Perkins Peninsula Park. Grant requests for boating improvements at Hendricks Bridge and Richardson Park were deferred to later funding rounds and Marine Board staff recommended that Lane County find some local cash match in order to be more competitive.

On February 29, 2004, Lane County Parks resubmitted the Facility Grant application to the Oregon State Marine Board for round 2 consideration. At their April 14, 2004 meeting the Oregon State Marine Board recommended approval, and awarded \$91,900.00 to the Richardson Park project. Lane County will provide \$5,000.00 in cash match and \$8,800.00 of in-kind services for administration and project supervision/inspection.

B. Analysis

Of the over 271 different water-bodies identified in the 1999-2005 Statewide Boating Survey, Fern Ridge Reservoir was the tenth most used water-body with over 57,000 user days. The addition of a transient tie-up facility on the Day Use side of Richardson Park in 1994, gave boaters the opportunity to access the underutilized area at the north end of the park. It has relieved a tremendous amount of congestion in the launch area by dispersing the boaters to different locations along the shoreline. The proposed project would provide two additional transient tie-up facilities at the north end of the park. One would be near the existing dock that accesses the bathroom and picnic facilities and the second would be placed near the new covered group picnic shelter to provide boating access to visitors at that end of the park. The total construction cost for the project is estimated at \$105,700.00. Lane County Parks identified \$5,000.00 in fiscal year 2004/2005 in its Capital Improvements Budget to be used for a cash match for this project and we requested that the Oregon State Marine Board provide \$91,900.00. Lane County Parks will also contribute \$8,800.00 of in-kind services to administer and supervise/inspect the project.

APM Chapter 1, Section 2a, Issue 1, Item IV (B)

1. What is the match requirement, if any, and how is that to be covered for the duration of the grants? The State Marine Board prefers to see a cash match from its recipients although it is not a requirement. Lane County will be providing \$5,000.00 cash and \$8,800.00 of in-kind service to administer and supervise/inspect the project.

2. Will the grant require expenditures for Material and Services or capital not fully paid for by the grant? Lane County is contributing \$5,000 cash to the project which may be used to purchase materials and services which are included as part of this grant. The remaining materials and services or capital items will be purchased with monies awarded by the Oregon State Marine Board.

3. Will the grant funds be fully expended before county funds need to be spent? No, the County will be dispersing funds to cover labor and materials costs throughout the project and will submit progress payment requests to the Oregon State Marine Board to reimburse Lane County.

4. How will the administrative work of the grant be covered if the grant funds don't cover it? The administration of the grant is part of Lane County's in-kind match for this project and will be completed by Lane County Parks employees using currently budgeted staff positions.

5. Have the stakeholders been informed of the grant sunset policy so there is no misunderstanding when the funding ends? Describe plan for services if funding does not continue? Parks staff currently provide maintenance services for the existing transient docks. Upon completion of this project staff will continue to maintain the new boating improvements. Lane County Parks receives \$6,075.00 annually in Maintenance Assistance Program (MAP) Funds from the Oregon State Marine Board to assist with routine maintenance. We will continue to receive these monies and may see a slight increase in assistance due to the addition of new transient moorage facilities as part of this project.

6. What accounting, auditing and evaluation obligations are imposed by the grant conditions? Lane County agrees to maintain all fiscal records relating to the agreement in accordance with generally accepted accounting principles. The accounting procedures shall provide for an accurate and timely recording of receipt of funds by source, of expenditures made from such funds, and of unexpended balances. Controls shall be established which are adequate to ensure that all expenditures reimbursed under the agreement are for allowable purposes and that documentation is readily available to verify that such charges are accurate.

7. How will the department cover the accounting, auditing and evaluation obligations? How are the costs for these obligations covered, regardless whether they are in the department submitting the grant or a support service department? Does the department acknowledge that the

county will need to cover these costs and it is an appropriate cost incurred by support service departments? Lane County Parks has administered a number of these grants in the past and has successfully completed our obligations to the Grantor for covering our accounting, auditing, and evaluation obligations. These are appropriate costs and they will be covered by the Lane County Parks personnel budget. Additionally, the Public Works Department cost accounting staff provides professional support for all accounting and auditing assistance required.

8. Are there any restrictions against applying the county full cost indirect charge? The Oregon State Marine Board will not provide any funds to Lane County for administration, overhead or indirect costs associated with this agreement. Lane County is not asking for funds for these services; however, Parks SDC funds can be applied to reasonable administrative costs.

9. Are there unique conditions that trigger additional county work effort, or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations? The term of this agreement is twenty (20) years at which time it will be subject to review, renewal, or expiration. Written approval from the Oregon State Marine Board is required if any increase in user fees are charged for the use of the improvements described in this agreement. The only additional county work would be the on-going maintenance requirements that are covered in part by Maintenance Assistance Program (MAP) funds.

10. Grants involving technology issues require Information Services department review and approval prior to submission to the Board to ensure compatibility with existing county systems and development tools. Not Applicable.

11. Information Services department sign-off is required for all agenda items requesting funding for new or enhanced computer applications/systems that will interface with existing county systems/infrastructure. Not Applicable.

12. If this is a grant funded computer/software applications project... Not Applicable.

C. Alternatives/Options

1. Approve the resolution and order and proceed with the project.

2. Do not accept the Oregon State Marine Board grant. If the Board decides to proceed with this alternative we will continue to provide boating facilities at Richardson Park: however, without the installation of additional transient moorage docks we will not be able to disperse the boaters throughout the Day Use Area which will continue to create congestion for the boaters attempting to access our facilities. In addition, we would be declining a \$91,900.00 grant from the Oregon State Marine Board.

D. Recommendation

Staff recommends that the Board approve the Resolution and Board Order and accept the grant from the Oregon State Marine Board.

E. Timing

The Parks Division began site work and design for the Richardson Park project in November 2003. Construction of the new facilities would most likely occur in the fall of 2004 during the drawdown of Fern Ridge Reservoir.

IV. IMPLEMENTATION/FOLLOW-UP

The County Administrator will need to sign the Cooperative Agreement.

V. ATTACHMENTS

Order- 03-5-14-11

IN THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

)IN THE MATTER OF RATIFYING THE
)COUNTY ADMINISTRATORS EXECUTION
)OF FOUR GRANT APPLICATIONS TO THE
)OREGON STATE MARINE BOARD AND
)FOUR GRANT APPLICATIONS TO THE
)OREGON DEPT. OF FISH AND WILDLIFE
)FOR BOATING IMPROVEMENTS AT
)PERKINS PENINSULA PARK, HENDRICKS
)BRIDGE PARK, RICHARDSON PARK, AND
)MUNSEL LAKE LANDING.

ORDER NO.

03-5-14-11

WHEREAS, the Oregon State Marine Board is accepting applications for Round 1 of the Boating Facilities Grants Program for the 2003-2005 biennium; and

WHEREAS, the Oregon Department Of Fish And Wildlife, in a cooperative effort with the Oregon State Marine Board, is accepting applications for FY 2002-2003 and FY 2003-2004 Sport Fish Restoration Grant Programs; and

WHEREAS, the Lane County Parks Division desires to participate in this grant program to the greatest extent possible as a means of providing needed park system improvements and enhancements; and

WHEREAS, the Lane County Parks Division's Capital Improvement Plan and/or the Oregon State Marine Board Six-Year Boating Facility Plan recognizes the need to make boating facility improvements at Perkins Peninsula Park, Hendricks Bridge Park, Richardson Park, and Munsel Lake Landing; and

WHEREAS, the proposed projects could not be completed without the assistance of the grant funds; now therefore

IT IS HEREBY ORDERED that the Lane County Board of Commissioners ratify the County Administrator's execution of four Oregon State Marine Board Facility Grants for FY03-05, and four Oregon Department Of Fish And Wildlife FY02-03 and FY03-04 Sport Fish Restoration Grants for boating facility improvements at Perkins Peninsula Park, Hendricks Bridge Park, Richardson Park, and Munsel Lake Landing.

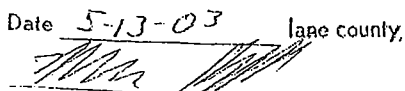
Dated this 14th day of May, 2003.



Peter Sorenson, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 5-13-03 lane county,



OFFICE OF LEGAL COUNSEL

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

) IN THE MATTER OF ACCEPTING A
) FACILITIES GRANT FROM THE OREGON
) STATE MARINE BOARD FOR BOATING
) IMPROVEMENTS AT RICHARDSON PARK,
) APPROPRIATING \$91,900.00 IN FUND 216,
) AND DELEGATING AUTHORITY TO THE
) COUNTY ADMINISTRATOR TO SIGN THE
) COOPERATIVE AGREEMENT.

ORDER NO.

WHEREAS, the Lane County Parks Division applied for a Facilities Grant from the Oregon State Marine Board pursuant to Board Order 03-5-14-11 for boating improvements at Richardson Park; and

WHEREAS, the Oregon State Marine Board has agreed to assist with the project at Richardson Park by awarding the County a \$91,900.00 Facilities Grant for Richardson Park; and

WHEREAS, the proposed project could not be completed without the assistance of the grant funds; and

WHEREAS, the Board of County Commissioners as the governing body of Lane County may, in accordance with ORS 294.326(2), appropriate by resolution unanticipated revenues and expenditures; and

WHEREAS, the Oregon State Marine Board requires the County to sign a 20 year cooperative agreement to receive the funds; now therefore

IT IS HEREBY RESOLVED AND ORDERED, that Lane County accept the boating facility grant from the Oregon State Marine Board, that \$91,900.00 in revenues and expenditures be appropriated in Fund 216 (Parks and Open Spaces – Capital Improvements) in the Department of Public Works; and

IT IS FURTHER ORDERED that the County Administrator be authorized to sign the Oregon State Marine Board cooperative agreement associated with this project.

DATED this _____ day of May, 2004.

Chair, Lane County Board of Commissioners

APPROVED AS TO FORM

Date 5-7-04 lane county

[Signature]

CLERK