



# VICTOR STAFF REPORT

## Decision Item Agenda Documentation

**PREPARATION DATE:** January 3, 2019

**MEETING DATE:** January 9, 2019

**SUBMITTING DEPARTMENT:** Administration and Public Works

**DEPARTMENT DIRECTOR:** Olivia Goodale

**PRESENTER:** Olivia Goodale, City Administrator and Rob Heuseveldt, Public Works Director

**SUBJECT:** Sherman Park Athletic Field Grant Application

**Re: Applicable Victor Values:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Culturally Historic | <input type="checkbox"/> Sustainable     | <input type="checkbox"/> Connected to Nature            |
| <input type="checkbox"/> Small Town Feel     | <input type="checkbox"/> Family Friendly | <input checked="" type="checkbox"/> Administrative Need |
- 

### STATEMENT/PURPOSE

The purpose of this item is for Council to consider applying for a Idaho State Parks & Recreation Program and Land and Water Conservation Fund Grant for the Sherman Park Athletic Field Project and to consider several related grant commitments.

### BACKGROUND/ALTERNATIVES

During the June 6, 2018 special Council meeting, Teton Valley Youth Lacrosse Association (TVYLA) made a presentation requesting a partnership with the City to create athletic facilities in the southwest corner of Sherman Park. The project seeks to construct one full sized athletic field and two smaller practice fields in the southwest corner of Sherman Park where lighting currently exists. This project would remove the southernmost baseball diamond. The request was well received by City Council and the City dedicated \$20,000 of the total \$94,000 project cost in the FY19 budget. TVYLA committed to fundraising the remaining portion of the project costs.

Since then, TVYLA has found a grant opportunity under the Idaho State Parks & Recreation Program and Land and Water Conservation Fund, a partnership between federal and state programs utilizing federal funds. If fully awarded, the grant would fund the entire project but requires a 50% match. The City is required to submit the application (as opposed to TVYLA) and make all related commitments and assurances. The grant application process is extensive and has triggered the need for several approvals from Council to move forward with the application:

- The first step in the application process is to submit a project proposal to determine project eligibility. Once a project is deemed to be eligible, applicants are asked to give an oral presentation in Boise. If the board recommends approval of the project, then a complete application must be submitted. TVYLA will send a representative to Boise to make a presentation but the City should send a representative as well.
- Should the grant be awarded, the City must assume the full cost of the project of which 50% would be reimbursed. There is potential that a force account may be used as a matching share

whereby use of the City's staff and equipment may be counted provided such contributions are verifiable from records, are not included as contributions for any other programs, and are necessary and reasonable for proper and efficient accomplishment of the project.

- At the time of writing this staff report, TVYLA has fundraised approximately \$10,000 in addition to the City's \$20,000 commitment.
- Should the City be awarded the federal grant application, the City will be required to enter into a project agreement including but not limited to the following:
  - Perpetual commitment to the project.
  - The facility must reasonably provide handicapped access. (May increase project cost).
  - Title restrictions dedicating the property to outdoor recreation use in perpetuity by a recorded "Deed of Right to Use Land for Public Recreation Purposes." (May increase project cost).
- Ongoing commitment by the City to maintain the facility.

There are several options to proceed:

1. Direct staff to move forward with the grant application or not.
2. Other

#### ATTACHMENTS

None

#### FISCAL IMPACT

Up to 50% of total project cost.

#### STAFF IMPACT

Staff impact of the application process and contract requirements is significant for both the City Administrator and Public Works Director. The Treasurer and City Attorney will also be involved in the grant application process and/or grant management.

#### LEGAL REVIEW

N/A

#### RECOMMENDATION

Staff recommends moving forward with the application.

#### SUGGESTED MOTION

I move to direct staff to move forward with the Idaho State Parks & Recreation Program/ Land and Water Conservation Fund grant application and further approve the grant requirements listed in the staff report.

[General vote]