

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: B153-14

Department Source: Parks and Recreation

To: City Council

From: City Manager & Staff

Council Meeting Date: June 2, 2014

Re: Woodridge Park Improvements

Documents Included With This Agenda Item

Council memo, Resolution/Ordinance, Exhibit to Ordinance

Supporting documentation includes: Plats and Plans

Executive Summary

The Parks & Recreation Department is requesting Council approval to proceed with improvements to Woodridge Park and appropriate \$138,000 in private donations to the project. The Department is also requesting Council approval to execute an agreement with the Missouri Department of Natural Resources to accept a \$75,000 Land and Water Conservation Fund (LWCF) Grant and appropriate the grant funds for the project. The total project budget is \$213,000 with all funding coming from donations and grants. The project includes the construction of a new inclusive playground, 0.4 mile concrete walking trail with neighborhood connectors, council ring and a one-table shelter in the park. The project will be bid through the City's Purchasing Department and will be completed using a combination of contract and park staff labor. Work is scheduled to begin summer 2014 with anticipated completion in fall 2014.

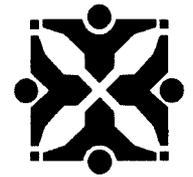
Discussion

Woodridge Park is a 6.12 acre neighborhood park, located at 3532 Berrywood Drive, and features an open playfield with soccer goals, baseball backstop, playground and basketball court. The proposed improvements include the addition of an inclusive playground, 0.4 mile concrete walking trail, trail connectors to existing walkways, council ring and one table shelter. The proposed improvements to Woodridge Park were selected due to the proximity of the park to the Ronald McDonald House, Thompson Center for Autism and Neurodevelopmental Disorders, and the University of Missouri Women's and Children's Hospital.

The proposed improvements to Woodridge Park are funded through donations and a Missouri Department of Natural Resources Land and Water Conservation Fund Grant. Donations for the project include a \$125,000 donation from the Columbia Cosmopolitan Luncheon Club and \$13,000 in private donations. The \$125,000 donation from the Columbia Cosmopolitan Luncheon Club was used as a grant match for the \$75,000 LWCF Grant from the Missouri Department of Natural Resources. As part of this project, the Parks and Recreation Department is asking the City Council to appropriate \$213,000 in grant and donation funding. Park staff is anticipating additional donations from \$35,000 to \$50,000 for the Woodridge Park project, if secured, those donations will be appropriated at a later date. The outcome of the additional donation solicitation will determine the size and scope of the playground.

City of Columbia

701 East Broadway, Columbia, Missouri 65201



After initial discussions with members of the Columbia Cosmopolitan Luncheon Club concerning an inclusive playground improvement project in the city of Columbia, park staff made a recommendation to renovate the playground at Woodridge Park due to the need for replacement of the equipment and the park's proximity to user groups and neighborhood. The Columbia Cosmopolitan Club agreed to contribute to the Woodridge Park project and the group pledged \$125,000 for the project. After acquiring additional project funding through donations and an LWCF grant, park planning staff began the process of designing the potential improvements at the park. Aspects of the design process centered on an inclusive playground, walking trail and connectivity to the Ronald McDonald House and Thompson Autism Center. Park planning staff completed the plans for the proposed renovations and held an interested parties meeting on Wednesday, May 7, 2014 at Woodridge Park. Staff spoke with over 25 citizens during the meeting and collected comments concerning the proposed improvements. After considering all citizen comments, staff believes that the proposed improvements represent a consensus of park users and staff.

The improvements at Woodridge Park will include an inclusive playground that will serve all children in the community. The playground will meet all ADA standards concerning accessibility and will include play features such as ramps for wheelchair accessibility, music therapy, a group swing and ground-level features. The playground area will have rubber poured-in-place surfacing to improve ADA accessibility and eliminate the use of wood fiber mulch at the park. Other improvements to the park include a 0.4 mile walking trail around the park property. The trail will be a 5 foot wide concrete path with trail connections to the sidewalks along Berrywood Drive as well as a connection to the Ronald McDonald House. The Ronald McDonald House was constructed in 2013 and is located directly west of the park property. Park staff is also proposing to add two new seating areas for citizens utilizing the park. A single table shelter will be added next to the playground and basketball court. Park staff will also construct a small council ring in the wooded area between the playground and walking trail to provide a passive sitting area within the park. Additional amenities to the park including new park signage and a water fountain near the playground and basketball court will be added during the renovation process.

The renovation project at Woodridge Park is included in the City's FY-14 capital improvement budget with construction scheduled to begin in summer 2014 with an anticipated completion date of late fall 2014. The work will be bid through the City's Purchasing Department and will be completed using a combination of contract and force account labor. Contract labor will be used for the installation of the playground, walking trail and connectors. Park staff will be responsible for the completion of all other facets of the project.

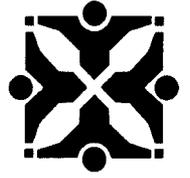
Fiscal Impact

Short-Term Impact: The total project budget is \$213,000 and is funded by private donations (\$138,000) and a LWCF grant (\$75,000) from the Missouri Department of Natural Resources. Park staff does not anticipate any negative fiscal impact and will continue to complete daily maintenance activities during the renovation process.

Long-Term Impact: No anticipated increase in annual maintenance expenses, as park staff is already maintaining the existing park and amenities.

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Parks, Recreation and Greenways

Strategic Plan Impact: Customer Focused Government, Health, Safety and Wellbeing

Comprehensive Plan Impact: Mobility, Connectivity, and Accessibility

Suggested Council Action

Approve the legislation setting a public hearing for the proposed project. Following the public hearing, approve the ordinance authorizing the project to proceed, executing the agreement with the Department of Natural Resources and appropriating the funds for the project.

Legislative History

A resolution (R 48-13) was passed by the City Council on March 4, 2013 authorizing the City Manager to apply for a Land and Water Conservation Fund grant from the Missouri Department of Natural Resources relating to park improvements at Woodridge Park.

http://gocolumbiamo.granicus.com/MetaViewer.php?view_id=11&clip_id=800&meta_id=44653


Department Approved


City Manager Approved

Introduced by _____

First Reading _____

Second Reading _____

Ordinance No. _____

Council Bill No. B 153-14

AN ORDINANCE

determining it is in the public interest to construct improvements at Woodridge Park to include an ADA accessible playground, concrete walking trail, trail connectors to existing walkways, a council ring and a one-table shelter; approving and adopting plans and specifications; determining that a portion of the work shall be done by contract; calling for bids through the Purchasing Division; determining that a portion of the project shall be done by city employees; providing for payment for the improvement; authorizing a Land and Water Conservation Fund project agreement with the Missouri Department of Natural Resources; appropriating funds; authorizing the City Manager to obtain, execute and record all documents necessary for the improvement; providing for compliance with the prevailing wage law and state-mandated construction safety training; and fixing the time when this ordinance shall become effective.

WHEREAS, the City Council adopted a resolution declaring the necessity of constructing improvements at Woodridge Park to include an ADA accessible playground, concrete walking trail, trail connectors to existing walkways, a council ring and a one-table shelter; and

WHEREAS, the notice of a public hearing on this project was published in a daily newspaper of general circulation in the city; and

WHEREAS, the City Council has held a public hearing on construction of the improvement.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The Council finds that the construction of improvements at Woodridge Park to include an ADA accessible playground, concrete walking trail, trail connectors to existing walkways, a council ring and a one-table shelter in the City of Columbia, Missouri, is necessary for the welfare and improvement of the city and that it is in the public interest that such improvements be made.

SECTION 2. The plans and specifications for this improvement, as prepared by the Director of Parks and Recreation, are hereby approved and made a part of this ordinance by reference.

SECTION 3. A portion of the construction of the improvement shall be done by contract in accordance with the plans and specifications, the laws of the State of Missouri, and the Charter and Ordinances of the City of Columbia, Missouri.

SECTION 4. The Purchasing Agent is hereby authorized to call for bids and execute a contract for installation of the ADA accessible playground and construction of the walking trail and trail connectors. As deemed advisable by the City Manager, city employees shall be used to construct the council ring, one-table shelter and other miscellaneous improvements.

SECTION 5. Payment for this improvement shall be made from private donations, a Land and Water Conservation Fund Grant and such other funds as may be lawfully appropriated.

SECTION 6. The City Manager is hereby authorized to execute a Land and Water Conservation Fund project agreement with the Missouri Department of Natural Resources for the construction of improvements to Woodridge Park. The form and content of the agreement shall be substantially as set forth in "Exhibit A" attached hereto.

SECTION 7. The sum of \$75,000.00 is hereby appropriated from the Federal Revenues Account No. 440-0000-461.10-00 C00584 and \$138,000.00 is hereby appropriated from the ADA Playground Donations Account No. 753-8500-480.53-30 D74030 to the Woodridge Playground/Trail Improvements Account No. 440-8800-548.49-90 C00584.

SECTION 8. The City Manager is authorized to obtain, execute and have recorded all licenses, easements, deeds and any other conveyances or instruments necessary for the City to complete this improvement.

SECTION 9. The contract for the improvement shall provide that not less than the prevailing hourly rate of wages, as found by the Department of Labor and Industrial Relations of Missouri, shall be paid to all workers performing work under the contract. The contractor's bond shall guarantee the faithful performance of the prevailing hourly wage clause in the contract.

SECTION 10. The bid specifications and contract for the improvement shall provide that the contractor and any subcontractor shall provide a ten-hour Occupational Safety and Health Administration construction safety program (or a similar program approved by the Missouri Department of Labor and Industrial Relations) for all employees working on-site. All employees working on the site of the improvement are required to complete the safety program within 60 days of beginning work on the improvement project.

SECTION 11. This ordinance shall be in full force and effect from and after its passage.

PASSED this _____ day of _____, 2014.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

CERTIFICATION: I certify there are sufficient funds available in the following accounts to cover the above appropriation:

Federal Revenues Account No. 440-0000-461.10-00 C00584
ADA Playground Donations Account No. 753-8500-480.53-30 D74030

Director of Finance

**LAND AND WATER CONSERVATION FUND
PROJECT AGREEMENT
BETWEEN THE STATE OF MISSOURI
AND A STATE AGENCY OR POLITICAL SUBDIVISION**

Project Sponsor

City of Columbia

Project Number

29-01596

Project Title

Woodridge Park Improvement Project

Project Period

March 1, 2014 through February 28, 2016

Project Scope (Description of Project)

The city of Columbia will renovate 6 acre Woolridge Park, renovations include development of a 2100 lin. ft. walking trail, 2 picnic shelters, council ring, playground renovation with ADA surface, grading, landscaping, bike rack and signage.

PROJECT COSTS:

Total Costs \$ 166,666

Fund Support 45%
(not to exceed 50%)

Fund Amount \$ 75,000

ATTACHMENTS:

The following are hereby
incorporated into this agreement:

1. Department of Natural Resources
general terms and conditions
 2. Grant Applications
 3. Land and Water Conservation
Administrative Guide
 4. Project 6(f) Boundary Map
 5. Federal Land and Water Conservation
Fund manual is found on the
National Park Service website
-
-

The State of Missouri, Department of Natural Resources, represented by the State Liaison Officer, and the Political Subdivision named above (hereinafter referred to as the Recipient), mutually agree to perform this agreement in accordance with the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964), with the provisions and conditions of the Land and Water Conservation Fund Grants Manual, and with the terms, promises, conditions, plans, specifications, estimates, procedures, project proposals, maps, and assurances attached hereto and hereby made a part hereof.

The State of Missouri hereby promises, in consideration of the promises made by the Recipient herein, to obligate to the Recipient the amount of money referred to above, and to tender to the Recipient that portion of the obligation which is required to pay Missouri's share of the costs of the above project stage, based upon the above percentage of assistance. The Recipient hereby promises, in consideration of the promises made by the State of Missouri herein, to execute the project stage described above in accordance with the terms of this agreement.

The provisions of this agreement remain in effect for all parties, their successors, interest and assigns.

The date of approval begins March 1, 2014.

In witness thereof, the parties hereto have executed this agreement as of the date entered below.

THE STATE OF MISSOURI

By: _____
William J. Bryan, State Liaison Officer
Director, Division of State Parks

Date: _____

CITY OF COLUMBIA, MISSOURI

By: _____
Mike Matthes, City Manager

Date: _____

ATTEST:

By: _____
Sheela Amin, City Clerk

APPROVED AS TO FORM:

By: _____
Nancy Thompson, City Counselor

INTRODUCTION

This manual is designed to help you administer your Land and Water Conservation Fund (LWCF) grant project. A summary of the federal laws and regulations you need to comply with is included. The manual does not discuss state or local regulations, which may affect the administration of your grant. It is your responsibility to ensure that you comply with state and local laws.

Careful attention should be given to the information presented on this CD, since deviations from these guidelines may jeopardize reimbursements of your costs. If you have any questions, please call the Grant Management Section at (573) 751-8462 or 751-0848.

The Federal Land and Water Conservation Fund Act provides financial assistance for site planning, acquisition, and / or development of outdoor recreation lands and facilities. Financial assistance is provided in the form of 45% reimbursable matching grants. LWCF grants reimburse you for 45% of the cost of your project. This means that you must be able to pay for your entire project and then you bill the federal government to recover 45% of your expenses. A detailed explanation of reimbursement and billing statements is included in this guide.

The fund is administered at the federal level by the National Park Service (NPS). The functions of NPS include the review and approval of LWCF projects submitted by the states, the interpretation of the LWCF Act and procedures, the development of technical assistance programs in the areas of outdoor recreation, the development and maintenance of a nationwide outdoor recreation plan, and the administration of historic, archaeological, and natural resource programs.

In Missouri, the LWCF Program is administered by the Department of Natural Resources. The responsibilities of the Department include the allocation of LWCF monies to individual projects and the establishment of procedures and guidelines for the administration of the fund.

The daily administration of the program has been delegated to the Missouri State Parks, Grants Management Section staff (GMS). The GMS staff is verifying compliance with the Statewide Comprehensive Outdoor Recreation Plan (SCORP). This plan is a requirement of the LWCF Act and a prerequisite for each state to receive the grant funding. The GMS staff serves as the liaison between your governmental organization, DNR and the National Park Service. Project sponsors normally have no direct contact with NPS, and you should direct all questions concerning your particular project to the GMS staff.

We on the GMS staff understand that some of the federal compliances may be confusing, especially if you have not previously administered an LWCF grant, and your best effort will be appreciated. When in doubt, please check the index to this guide for quick reference to your

problem area. Our primary concern is a well-administered and complete recreation site for your community. Please feel free to call us at (573) 751-8462 or 751-0848.

IMPORTANT TERMS TO KNOW

Project Boundary

The LWCF Act prohibits changing the use of the area within an LWCF project boundary from outdoor recreation to other uses. The boundary is that part of your recreation area which was submitted to and approved by the National Park Service (NPS) to be developed or acquired with an LWCF grant. It will usually include the entire park area. Converting the use of an LWCF funded outdoor recreation area to another use is prohibited without prior approval from the NPS.

Cultural resources

Cultural resources are defined as historic, architectural, or archaeological resources of local, regional, or national significance.

Donation

Is a gift of land and /or money to the project sponsor from any individual or group **OTHER THAN A PUBLIC AGENCY**. The deed to a land donation must not be accepted or recorded prior to the date of federal approval on that donation project.

Force Account

The uses of your agencies work crews, equipment, or materials in the completion of your project.

Project Agreement

Is a contract between you and the State of Missouri that stipulates the terms and conditions of your grant. The agreement includes the grant amount, scope, time frame, and the general provisions that apply to all projects. It is important that you do not incur any development or acquisition expenses before this agreement is signed or they will not be reimbursable. Only pre-approval planning costs are reimbursable. These planning and design costs will be discussed in detail.

Project Amendment

Is a revision in the original project agreement. The amendment is subject to the approval of NPS. Changes may include revisions in scope, deletion of funds, or extension of the project period.

Project Period

The period of time stipulated in the project agreement in which you will complete the project. All costs must be incurred within the project time period in order to be eligible for reimbursement, unless you have obtained a project amendment.

Reimbursement

A payment you can receive for up to 45% of your costs for a project from the federal government. To receive this, you must submit adequate documentation of your expenditures prior to reimbursement. An explanation of the reimbursement process and copies of the necessary forms are contained in this guide for your use.

Types of Projects

DEVELOPMENT: involves the building of new facilities or the renovation of existing recreation facilities.

DONATION / DEVELOPMENT: involves the donation of land or money. The value of this donation is used as all or a portion of the local share of the cost of a development project.

ACQUISITION: involves the purchase of the land rights for outdoor recreation use. Rights acquired may include fee simple title, recreation or scenic easements, and long-term leases with the federal government, or, in some cases, another public agency.

DONATION / ACQUISITION: involves the donation of land or money. The value of this donation is used as all or a portion of the local share of the cost of acquiring recreation land.

LAND & WATER CONSERVATION FUND PROJECT AGREEMENT
For State Agencies and Political Subdivisions
SPECIAL TERMS AND CONDITIONS

The following special terms and conditions shall apply in addition to the Department of Natural Resources General Terms and Conditions.

A. Definitions

1. The term “NPS” as used herein means the National Park Service, United States Department of the Interior, which is the federal granting agency.
2. The term “Director” as used herein means the Director of the National Park Service, or any representative lawfully delegated the authority to act for such Director.
3. The term “Manual” as used herein means the Land and Water Conservation Fund Manual.
4. The term “project” as used herein means the State of Missouri represented by the Department of Natural Resources.
5. The term “State” as used herein means the State of Missouri represented by the Department of Natural Resources.
6. The term “Secretary” as used herein means the Secretary of the Interior or any representative lawfully delegated the authority to act for such Secretary.
7. The term “State Liaison Officer” as used herein means the person who is responsible for the LWCF Program at the state level and communicates with the NPS.
8. The term “State Agency” as used herein means the Missouri Department of Natural Resources.
9. The term “Political Subdivision” as used herein includes, but is not limited to, any city, county, school district, incorporated town or village, or soil and water district when acting under powers granted by State Statute, in the State of Missouri.
10. The term “Recipient” as used herein means the State Agency or Political Subdivision to which funds are to be transferred pursuant to this agreement. Wherever a term, condition, obligation, or requirement refers to the State, such term, condition, obligation, or requirement shall also apply to the recipient political subdivision or public agency, except where it is clear from the nature of the term, condition, obligation, or requirement that it is to apply solely to the State.

B. Assurance

The parties to the project agreement specifically recognize that the Land and Water Conservation Fund assistance project creates an obligation to maintain the property

described in the project agreement consistent with the Land and Water Conservation Fund Act and the following requirements.

Further, it is the acknowledged intent of the parties hereto those recipients of assistance will use moneys granted hereunder for the purposes of this program, and that assistance granted from the Fund will result in a net increase, commensurate at least with the Federal cost-share, in a participant's outdoor recreation inventory. It is intended by both parties hereto that assistance from the Fund will be added to, rather than replace or be substituted for, State and local outdoor recreation funds.

1. The Recipient agrees that it will meet the following specific requirements.
2. The Recipient agrees that the property described in the project agreement and the dated project boundary map made part of that agreement is being acquired or developed with Land and Water Conservation Fund assistance, or is integral to such acquisition or development, and that, without the approval of the Secretary, it shall not be converted to other than public outdoor recreation use but shall be maintained in public outdoor recreation in perpetuity or for the term of the lease in the case of leased property. The Secretary shall approve such conversion only if it is found to be in accord with the then existing Statewide Comprehensive Outdoor Recreation Plan and only upon such conditions deemed necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonable equivalent usefulness and location. This replacement land becomes subject to Section 6(f) (3) protection. The approval of conversion shall be at the sole discretion of the Secretary, or his designee. Prior to the completion of this project, the State Liaison Officer and the Director may mutually alter the area described in the project agreement and the signed and dated project boundary map to provide the most satisfactory public outdoor recreation unit, except that acquired parcels are afforded Section 6(f)(3) protection as Fund reimbursement is provided.

In the event that the NPS provides Land and Water Conservation Fund assistance for the acquisition and / or development of property subject to reversionary interests with full knowledge of those reversionary interests, conversion of said property to other than public outdoor recreation uses as a result of such reversionary interest being exercised is approved. In receipt of this approval, the Recipient agrees to notify the State Liaison Officer of the conversion as soon as possible and to seek approval of replacement property in accord with the conditions set forth in these provisions. The Recipient further agrees to effectuate such replacement within a reasonable period of time, acceptable to the National Park Service (NPS), after the conversion of property takes place. The provisions of this paragraph are also applicable to: leased properties acquired and / or developed with Fund assistance where such lease is terminated prior to its full term due to the existence of provisions in such lease known and agreed to by all the NPS; and properties subject to other outstanding rights and interests that may result in a conversion when known and agreed to by the NPS.

3. The Recipient agrees that the benefit to be derived by the United States from the full compliance by the Recipient with the terms of this agreement is the preservation,

protection, and the net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States, and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the United States by way of assistance under the terms of this agreement. The Recipient agrees that payment by the Recipient to the State of an amount equal to the amount of assistance extended under this agreement by the State would be inadequate compensation to the State for any breach by the Recipient of this agreement. The Recipient further agrees, therefore, that the appropriate remedy in the event of a breach by the Recipient of this agreement shall be the specific performance of this agreement.

4. The Recipient agrees to comply with the policies and procedures set forth in the Land and Water Conservation Fund Manual. Provisions of said Manual are incorporated into and made a part of the project agreement.
5. The Recipient agrees that the property and facilities described in the project agreement shall be operated and maintained as prescribed by Manual requirements.
6. The Recipient agrees that a permanent record shall be kept in the participant's public property records and available for public inspection to the effect that the property described in the scope of the project agreement, and the dated project boundary map made part of that agreement, has been acquired or developed with Land and Water Conservation Fund assistance and that it cannot be converted to other than public outdoor recreation use without the written approval of the Secretary of the Interior.

C. Nondiscrimination

1. The Recipient shall comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Department of the Interior Regulation (43 CFR 17) issued pursuant to that Title, to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall on the ground of race, religion, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of any property or facility acquired or developed pursuant to the project agreement. The Recipient shall immediately take any measures necessary to effectuate this provision. This assurance shall be binding on the State or any political subdivision or other appropriate public agency to which Fund assistance or property acquired or developed with Fund assistance has been transferred for public recreation purposes.
2. The Recipient shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-aided activity.

3. The Recipient shall comply with the regulations and guidelines promulgated pursuant to the Civil Rights Act of 1964 by the Secretary of the Interior and the National Park Service.
4. The preceding paragraph is interpreted to provide further that, when Federal assistance is extended to any part within a system, including those parts receiving Federal assistance, the entire system is subject to the obligations and prohibitions imposed by Title VI of the 1964 Civil Rights Act and the provisions of the Code of Federal Regulations, Title 43, Part 17.
5. The Recipient shall not discriminate against any person on the basis of residence, except to the extent that reasonable difference in admission or other fees may be maintained on the basis of residence as set forth in the Manual. Fees charged to non-residents may not exceed twice that charged to residents. Preferential reservations or annual permit systems solely for local residents are prohibited.

D. Applicable Federal Circulars

The Recipient shall comply with applicable regulations, policies, guidelines and requirements including 43 CFR Part 12.41 – 12.92 (Administrative Requirements and Cost Principles for Assistance Programs), A-87 (Cost Principles for State and Local Governments), and A-128 (Audits of State and Local Government) as they relate to the application, acceptance and use of Federal funds for this federally assisted project.

E. Project Application

1. The application for Federal Assistance bearing the same project number as the agreement and associated documents is by this reference made a part of the agreement.
2. The Recipient possesses legal authority to apply for the grant, and to finance and construct the proposed facilities. A resolution, motion or similar action has been duly adopted or passed authorizing the filing of the application, including all understandings and assurances contained herein, and directing and authorizing the person identified as the official representative of the Recipient to act in connection with the application and to provide such additional information as may be required.
3. The Recipient has the ability and intention to finance the non-Federal share of the costs for the project. Sufficient funds will be available to assure effective operation and maintenance of the facilities acquired or developed by the project.

F. Project Execution

1. The project period shall begin with the date of approval of the project agreement or the effective date of a waiver of retroactivity and shall terminate at the end of the stated or amended project period unless the project is completed or terminated sooner in which event the project shall end on the date of completion or termination.

2. The Recipient shall execute and complete the approved project in accordance with the time schedule set forth in the project proposal. Failure to render satisfactory progress or to complete this or any other project which is the subject of Federal assistance under this program to the satisfaction of the Director and / or State Liaison Officer may be cause for the suspension of all obligations of the United State and / or the State of Missouri under this agreement.
3. The Recipient will require the facility be designed to comply with the Architectural Barriers Act of 1968 (Public Law 90-480), DOI Section 504 Regulations (43 CFR Part 17), and the Uniform Federal Accessibility Standards. The Recipients will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
4. The Recipient shall secure completion of the work in accordance with approved construction plans and specifications, and shall secure compliance with all applicable Federal, State, and local laws and regulations.
5. In the event the project covered by the project agreement, including future stages of the project, cannot be completed in accordance with the plans and specifications for the project; the Recipient shall bring the project to a point of recreational usefulness agreed upon by the State Liaison Officer and Director or his designee.
6. All significant deviations from the project proposal shall be submitted to the State Liaison Officer prior to commencement of construction.
7. Development plans and specifications shall be provided to and approved by the State Liaison Officer prior to commencement of construction.
8. The Recipient will provide for and maintain competent and adequate architectural / engineering supervision and inspection at the construction site to insure that the completed work conforms to the approved plans and specifications; that it will furnish progress reports and such other information as the State may require.
9. The Recipient will comply with the terms of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and the applicable regulations and procedures implementing such Act for all real property acquisitions and, where applicable, shall assure that the Act has been complied with for property to be developed with assistance under the project agreement.
10. In addition to those laws noted above and in the Department of Natural Resources General Terms and Conditions, the Recipient will comply with the provisions of: Executive Order 11988, relating to evaluation of flood hazards; Executive Order 11288, relating to the prevention, control, and abatement of water pollution; Executive Order 11990 relating to the protection of wetlands; the Clean Water Act – Section 404: River and Harbor Act of 1899, Section 10 regarding any work or structure in, over or under navigable waters or the discharge of dredged or fill material into rivers, streams, lakes, and wetlands. The Recipient will comply with the Emergency Wetlands Resource Act of 1986 (PL 99-645); the Fish and Wildlife

Coordination Act (16 U.S.C. Sec. 661, 662); and the Endangered Species Act of 1973.

11. The Recipient will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities, pursuant to 40 CFR, Part 15.20 and that it will notify the State of the receipt of any communication from the Director or the EPA Office of Federal Activities indicating that a facility to be utilized in the project is under consideration for listing by the EPA.

The Recipient agrees to comply with all applicable standards, orders, regulations issued pursuant to the Clean Air Act of 1970 and to insert this clause into any contract or subcontract in excess of \$100,000.

12. The Recipient will comply with Executive Order 11593, and the Archaeological and Historic Preservation Act of 1966 (16 U.S.C. 469-a et. seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to effects (see CRF Part 800.8) by the activity, and notifying the Federal granting agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal granting agency to avoid or mitigate adverse effects upon such properties. The Recipient will comply with Executive Order 12185, Conservation of Petroleum and Natural Gas, and other pertinent acts that may be promulgated.

G. Construction Contracted for the Recipient Shall Meet the Following Requirements:

1. Contracts for construction shall comply with the provisions of 43 CFR Part 12, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments (A-102 Uniform Rule), and with the provisions of the Land and Water Conservation Fund Manual.
 - a. Copies of plans, specifications, and contracts shall be submitted to the State for review prior to start of the bid process or contract award. All contracts over \$10,000 must include contractor compliance documentation provided in the Land and Water Conservation Fund Manual.
 - b. Contracts for purchase of materials, equipment, supplies, or construction in excess of \$25,000 shall be awarded through a process of competitive bidding involving formal advertising, with adequate purchase description, sealed bids, and public openings. Copies of all advertisements, bids, and a copy of the contract shall be retained for audit purposes.
 - c. Contracts for purchase of materials, equipment, supplies, or construction in excess of \$10,000, but less than \$25,000 shall be awarded in accordance with the Recipients' normal procedures, except that they must include documentation

assuring compliance with the provisions of the Land and Water Conservation Fund Manual.

- d. The Recipient shall provide notice of contract awards to the Director of Office of Federal Contract Compliance Programs (OFCCP) within ten (10) days after the award (notice includes name, address, and telephone number of contractor, employer identification number, dollar amount of contract, estimated starting and completion dates, contract number, and geographical area in which the contract is to be performed. For more information go to www.dol.gov/ofccp/ or see regulation 41 CFR 60-4.2.
2. The Recipient shall insure that contractors engaged in Federally assisted construction contracts provide data and reports to the appropriate OFCCP regional office as required or requested and that they include the above required documentation in contracts with subcontractors.
3. The Recipient shall insure that the provisions of the Equal Opportunity Clauses are followed for construction contracts involving force account labor.
4. The Recipient shall (1) comply with the above provisions in construction work carried out by itself, (2) assist and cooperate actively with the Secretary of the Interior and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the above contract provisions and with the rules, regulations and relevant orders of the Secretary of Labor, (3) obtain and furnish to the Secretary of the Interior and the Secretary of Labor such information as they may require for the supervision of such compliance, (4) enforce the obligation of contractors and subcontractors under such provisions, rules, regulations, and orders, (5) carry out sanctions and penalties for violation of such obligations imposed upon contractors and subcontractors by the Secretary of Labor or the Secretary of the Interior pursuant to Part II, Subpart D of Executive Order No. 11246, as amended, and (6) refrain from entering into any contract with a contractor debarred from Government contracts under Part II, Subpart D, of the Executive Order No. 11246, as amended. In addition, the Recipient agrees that the State Liaison Officer may take any or all of the following actions: cancel, terminate, or suspend in whole or in part this grant; refrain from extending any further assistance to the Recipient under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from such Recipient; and refer the case to the Department of Justice of appropriate legal proceedings.
5. Land and Water Conservation Fund projects are exempt from compliance with the Davis-Bacon Act per Section 675.3.2C of the Land and Water Conservation Fund Manual. However, Missouri state prevailing wages must be used.

H. Project Costs

1. Project costs eligible for assistance shall be determined upon the basis of the criteria set forth in the Manual and OMB Circular A-87.

2. The agreement may include the use of the indirect cost rate currently approved, in accordance with Circular A-87 for the State that is a part to this agreement. An administrative surcharge may be required to match the indirect costs recovered from federal funds for the administration of the Land and Water Conservation Fund grant program. If an administrative surcharge is initiated under this agreement, the Recipient will be responsible for providing the 55% match to the indirect costs recovered from federal funds at the time of reimbursement of project costs.
3. The Recipient shall promptly submit such reports and documentation as the Director and / or State Liaison Officer may request.
4. Properties and facilities acquired or developed with Fund assistance shall be available for inspection by the Director of State Liaison Officer at such intervals as the Director of State Liaison Officer shall require.
5. The project shall be acquired, developed, and managed in accordance with the terms of this agreement and in compliance with the Land and Water Conservation Fund Manual.

I. Project Termination

1. The Recipient may unilaterally terminate the project at any time prior to the first payment on the project. After the initial payment, the project may be terminated, modified, or amended by the Recipient only by mutual agreement of the State Liaison Officer and the Director.
2. The State may terminate the project in whole, or in part, at any time before the date of completion, whenever it is determined that the Recipient has failed to comply with the conditions of the grant. The State will promptly notify the Recipient in writing of the determination and the reasons for the termination, together with the effective date. Payments made to Recipients or recoveries by the State under projects terminated for cause shall be in accord with the legal rights and liabilities of the parties.
3. The State may terminate grants in whole, or in part, at any time before the date of completion, when both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated. The Recipient shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The State may allow full credit to the Recipient for the Federal share of the non-cancelable obligations, properly incurred by the Recipient prior to termination.
4. Termination either for cause or for convenience requires that the project in question be brought to a state of recreational usefulness agreed upon by the State Liaison Officer and the Director or that all funds provided by the National Park Service be returned.

J. Reimbursement Schedule

1. Claims for reimbursement shall be submitted within ninety (90) days of the end of the project period or within ninety (90) days of completion of the project, whichever comes first, State Liaison Officer may terminate obligation for reimbursement.

K. Utility Wires

1. The Recipient must (1) place all new electrical wires under 15KV and telephone wires underground, and (2) take all reasonable steps to bury, screen, or relocate existing overhead lines at development or acquisition projects. In no case shall mass recreation use areas be located under electric wires.

Missouri's

FY – 2014

Land and Water Conservation Fund

Grant Application Guidelines **ONLY**

William J. Bryan
State Liaison Officer

Christopher D. Buckland
Alternate State Liaison Officer

Acquisition, Development, Renovation or Restoration
Of Public Outdoor Recreation Facilities

Missouri Department of Natural Resources
Division of State Parks
Grants Management Section
P.O. Box 176
Jefferson City, Missouri 65102-0176
(573) 751-0848

Note: These are Application Guidelines only (FY 2014 LWCF Guidelines pp. 1-22).

Please make sure you download the (FY 2014 LWCF Application pp. 1-10, amendments A-B).

The application may be filed out electronically (preferred method) and e-mailed to lwcf.rtp@dnr.mo.gov ; supporting documents can be scanned and e-mailed or mailed, but still need to be postmarked by the deadline below.

Keys to a Successful Project

- ❖ Start **planning** your project early and communicate with citizens and other public officials often about your project goals.
- ❖ The **financial responsibility** for a grant cannot be passed to an ineligible sponsor by a resolution. Payments for activities approved in your grant award can only be made by the sponsor of the project.
- ❖ It is much easier to evaluate the applications if the application form is kept together and summary responses are given in the space provided. **If possible fill out application electronically and reference all attachments/supporting documentation with section letter and number.**
- ❖ Division of State Parks Grants Management staff must approve all changes or amendments to your grant agreement. We need to be notified if the person listed as the contact or the authorized representative changes.
- ❖ Finish your grant project before the expiration date.
- ❖ For all sponsors who are considering a **land acquisition project**, please do not proceed until you have contacted our office.
- ❖ Please call the Grants Management Office at (573)-751-0848 to ask questions if you do not know how to proceed or need clarification on such topics as eligible costs or grant administration procedures.

TABLE OF CONTENTS

Introduction

I.	Funding .	4
II.	Distribution Policies For Award Monies .	5
III.	Evaluation	5
IV.	Required Documentation	6
V.	Staff Services	6
VI.	Application Submittal	7

Application Guidelines

I.	Public Use	8
II.	ADA Accessibility	8
III.	Grant Approval Process	.9
IV.	Grant Completion	9
V.	Eligible and Ineligible Costs	10
VI.	Reimbursement Process	12
VII.	Instructions For Making A Cost Estimate For A Project	12
VIII.	Sample Development/Renovation (6f)(3) Boundary Map	13
IX.	Sample Resolution	16
X.	Additional Information for School Districts	17

Land & Water Conservation Fund FY 2014

INTRODUCTION

I. FUNDING

Fiscal Year 2014 (FY 2014) Land & Water Conservation Fund (LWCF) applications are available to Local Governments and Public School Districts statewide in the state of Missouri to acquire land, develop or renovate outdoor recreation facilities. *The National Park Service will not fund stadium bleachers and/or school football fields.* This program is funded by the Department of the Interior's, National Park Service and administered by the Missouri Department of Natural Resources (MDNR), Division of State Parks (DSP), Grants Management Section (GMS).

Project proposals must be approved at both the state and federal levels. At the state level, the GMS reads, scores and makes recommendations to the State Liaison Officer (SLO). Projects are then submitted to the National Park Service for federal review and approval. Once the National Park Service approves a project, a grant agreement between MDNR and the project sponsor can be prepared.

When an LWCF grant is accepted, you should be aware that the recreation facility's land must remain dedicated to public outdoor recreation use in perpetuity. This means that you may not convert any area within your park boundary to other than outdoor recreation. Should this land be converted to other than outdoor recreational use the project sponsor will replace this land with land of equal value and usage. GMS must be notified of any change in usage to assure that a conversion is not taking place. Since this commitment is legally binding, you should be sure that there is no potential conflict with future plans for this land.

The State has set \$75,000 as the maximum grant amount for LWCF projects. This amount is based on the legislative appropriation. LWCF grants reimburse up to 45% of the cost for land acquisition, development or renovation/restoration projects.

If you are awarded a grant, MDNR cannot reimburse you for costs incurred before the project start date of the state project agreement. The only exceptions to this rule are planning and design costs which are limited to 10% of the agreement award.

II. DISTRIBUTION POLICIES FOR AWARD MONIES

A. Application Deadline

The application deadline is **Monday April 28, 2014**. **One copy of your application must be postmarked on or before that date.** Please give yourself enough time so that this is not a burden for you. Applications must be typewritten. Any handwritten application or applications received with a postmark date after **April 28, 2014** will be returned. If you chose to e-mail your application all supporting documentation not attached to the e-mail must be post marked by the application deadline.

B. Grant Amounts

Grant requests up to \$75,000.00 are eligible. Grant applications may be submitted for multiple parks; however, each park must have a separate application for scoring. When multiple applications are submitted, the total amount of grant funds requested (in all applications) for one municipality or sponsor cannot exceed \$75,000.00.

III. EVALUATION

Proposal evaluation will consider existing park lands, the communities' recreational need for their project, financial ability and local planning and support of the local citizens. National Park Service has final approval on all applications. No project can begin without their approval.

It is much easier to evaluate your application if the application form is kept together and summary responses are given in the space provided. When more space is needed, attach narrative or other supporting documentation to the back of the application and reference the section letter and number on the narrative and extended documentation. If e-mailing your application this is especially important to verify proper required documentation is included for approval. Failure to do this will make your application ineligible for scoring.

The priority rating system is derived from the 2013-2017 Statewide Comprehensive Outdoor Recreation Plan (SCORP), which is available on the Internet at:

http://www.mostateparks.com/sites/default/files/Missouri%20SCORP%202013-2017_FINAL.pdf

The SCORP serves as a framework for the planning, development, management and protection of Missouri's outdoor recreation resources.

IV. REQUIRED DOCUMENTATION

The following documentation is **required** for submittal of your grant application. The GMS section has the right to not score applications without the required documentation.

- A. Resolution from governing body showing support of application
- B. Letter from sponsors Regional Planning Commission (even if not a member) showing support and compliance with regional goals and objectives for outdoor recreation.
- C. Historic Preservation 106 Clearance
- D. Flood plain and wetland permit if necessary
- E. City & county/region map designating park and/or school location
- F. Site development/renovation map clearing defining the 6 (f) boundary showing acreage and parameter of your park. Refer to pages 17-18 of these guidelines
- G. Copy of Deed or Contract for Deed, or Intent to Donate land for project site
- H. Signed letters of donation for project match
- I. Accurately completed cost estimate
- J. Sub-recipient informational form
- K. NPS PD/ESF App B- This document will be forward to the NPS as your grant proposal; failure to complete this form fully could jeopardize your grant approval.
- L. Environmental Screening Narrative for outdoor recreation area to accompany the PD/ESF.

Additional Documentation for acquisition projects include:

- A. Waiver of Just Compensation
- B. Appraisal Report
- C. Parcel Map
- D. Acquisition Schedule
- E. Master Plan
- F. Statement of sellers rights or reservation and restrictions
- G. Building descriptions and plans for building

V. STAFF SERVICES

The Grants Management Section (GMS) manages all phases of your grant proposal include evaluating your application, inspecting your project, and processing your project billings for reimbursement. The GMS staff can also answer questions about writing your grant application. If you have questions that are not answered in the application materials, please call the GMS staff for assistance at (573) 751-0848.

VI. APPLICATION SUBMITTAL

To apply for LWCF grant money, your application must be **typewritten** and **postmarked on or before Monday April 28, 2014** applications received after this **postmarked** date will be ineligible. A handwritten application will not be accepted. If e-mailing your application please be sure your supporting and required documentation, not attached to the e-mail, are mailed by the deadline. Unsigned applications will be considered incomplete and not read.

Your **ONE** completed application should be kept together with a binder clip (please no binders) and can be mailed to:

Department of Natural Resources
Division of State Parks/Planning and Development Program
Grants Management Section
P.O. Box 176
1659 East Elm Street
Jefferson City, Missouri 65102

If e-mailing your application please contact our office to verify receipt before 4:00 pm on April 28 by calling 573-751-8462.

APPLICATION GUIDELINES

I. PUBLIC USE

A. Acquisition Projects

If you receive an LWCF grant for acquisition, you should be aware that your parkland must remain dedicated in perpetuity to public outdoor recreational use. The Division of State Parks shall review and approve any change in usage from outdoor recreational use. This commitment is legally binding.

Your project narrative in the application must include the number of acres to be acquired and a description of the property. To include wooded areas, open fields, wetlands etc., also include any existing buildings or structures, easements, right-of-ways, utilities and other restrictions to outdoor recreation. Your narrative must also include a development plan when the site will be open and accessible for recreation use within the next three years.

B. Development/Renovation Projects

If your project involves development or renovation/restoration of facilities, keep in mind that the land these facilities are located on are held in perpetuity to be used for outdoor recreation only. The equipment or structure must be open to the general public, properly maintained, and operational through the expected span of use (in most cases equipment has a 25 year life span). Thus, it is important that you consider how you will handle necessary maintenance and operational costs throughout this period. NOTE: Maintenance and operation costs are not eligible for reimbursement.

Your project narrative in the application should include improvements or renovation to facilities and when the project will be completed. Your 6(f) boundary map should include location of facilities to be developed or renovated.

C. Conversion Process

The perpetuity requirement ensures public access to outdoor recreation land. Should a project sponsor ever intend to use any portion of LWCF 6(f)-protected parkland for any other purpose than outdoor recreation, the sponsor must contact the Division of State Parks, GMS to request a conversion packet. The conversion process requires that the parkland be replaced **with land of at least comparable fair market value and of comparable utility.**

II. ADA ACCESSIBILITY

When you plan your recreation facility and prepare your application, all projects must be made accessible to and usable by persons with disabilities. They must be constructed in conformance with the most current Americans with Disabilities Act Accessibility Guidelines and the Recommendation for Accessibility Guidelines: Outdoor Developed Areas written by the Access Board, an independent federal agency. Please reference the ADA websites: <http://www.access-board.gov/guidelines-and-standards/recreation-facilities>, and <http://www.ada.gov/regs2010/2010ADASTandards/2010ADAstandards.htm>,

All proposed recreation facilities and the access routes to them must also be universally accessible. Universally designed recreation experiences have characteristics that make them easier to use by everyone, including people with a variety of different abilities and limitations. Designing for universal access means going beyond the minimum requirements of the ADA so that all people in the community or outside the community, including those with disabilities, may enjoy the recreation opportunities provided. We encourage you to design your project to be universally accessible. Facilities should be developed to accommodate **all** potential users with disabilities, and their design should exceed the minimum specifications

You may need to make some additional effort to effectively determine the types of universally accessible recreation facilities most needed by your community. As a beginning point, you may refer to the U. S. Census Bureau on the numbers of individuals with disabilities in your community. However, meeting with disability advocate groups to gather information about their recreation and accessible needs is optimal. Additional outreach to the public after your project is complete may be necessary to provide additional information and encourage people with disabilities to take part in the programs offered.

III. GRANT APPROVAL PROCESS

The grant approval process is as follows: The GMS staff evaluates and scores the project applications. The SLO reviews the scored project applications and makes their recommendations to the National Park Service (NPS). Sponsors of the selected projects will be notified that a pre-site inspection will be made by the GMS staff. After completion of the pre-site inspection, selected project proposals will be forwarded to the National Park Service for federal review and approval. After National Park Service approves your project, your State grant agreement will be mailed to you. The length of time to complete the entire grant approval process varies with each grant round, but in most cases up to one year.

It is important to understand that if your project is approved for a grant, you must not begin acquisition or development until you have received a project agreement from the GMS staff. When the project agreement is mailed to you for your signature and you have signed and returned it to our office, you may then begin your project. Costs incurred before the agreement is signed and returned to the GMS staff are not reimbursable with the exception of planning and design costs which are limited to 10% of the grant award.

IV. GRANT COMPLETION

Should you receive a grant for an acquisition project, the land must be purchased within one year following the project agreement date. Construction for development/renovation projects must be initiated within one year of the project agreement date and be completed within the two-year project period. Project extensions will be granted only under extreme circumstances beyond the control of the project sponsor.

V. ELIGIBLE AND INELIGIBLE COSTS

A. Eligible Costs

Costs must be incurred within the project period. This is the date your project agreement was executed by the Department of Natural Resources. The exceptions to this are project planning/engineering costs. Project costs must relate directly to the project scope of your agreement. Contact GMS if you have questions regarding eligible costs. In order for costs to be eligible for reimbursement, they must meet the conditions listed below.

1. **LAND ACQUISITION COSTS:** Your LWCF grant may be used to pay up to forty-five percent (not to exceed your grant award) of the fair market price to acquire title or other interests in outdoor recreation land. Please note all leases must be permanent. Any purchased land must be appraised by a licensed appraiser and reviewed and approved by the states review appraiser. Additional costs for this appraisal review will be billed to the grant recipient.
2. **LAND DONATION COSTS:** The fair market value of donated land may be used to match the cost of developing recreation facilities on the donated property provided title to the land is not taken prior to project approval. Donated land may also be used to match other land acquisition, development, or renovation costs on non-donated land if these areas are outlined in your proposal. Please note that the value of a land donation can only be used as a match to those items/areas specifically identified in your proposal. A binding contract stipulating the donation, pending the receipt of the grant award, must be included in your application packet. This contract should state that the donated land will be dedicated to outdoor recreational use. Your community cannot accept title to donated land for use as match until your project has been finalized with a signed agreement. Any donated land must be appraised by a licensed appraiser. Additional costs for this appraisal review will be billed to the grant recipient.
3. **RECREATION FACILITY COSTS:** Most outdoor recreation facilities are eligible for reimbursement, as long as they are dedicated to public outdoor recreation usage. Examples of eligible facilities include, but are not limited to, picnicking areas, sports and play fields, outdoor play courts, swimming, boating or fishing facilities, trails, winter sports facilities, outdoor ice rinks, natural areas, passive parks and amphitheaters. Matching funds can include donated labor, materials and services and must be well documented in the application and reimbursement request.
4. **SUPPORT FACILITY COSTS:** Support facility costs are eligible for reimbursement and include, but are not limited to, walkways, site improvements/landscaping, utilities, roads, parking, lighting, signs, restrooms, concession and maintenance buildings and burial of overhead wires.

5. **PLANNING/ DESIGN COSTS:** Site investigation and selection, site planning, preliminary design, environmental assessment, preparation of cost estimates, construction drawings, specifications and similar items necessary for project preparation are eligible for LWCF assistance. Planning/design costs must have occurred within the last 9 months prior to the application deadline. Only those projects selected for funding are eligible for cost reimbursement. Keep careful records (i.e. invoices, cancelled checks) of your planning costs.
6. **LABOR COSTS:** Personnel services, fringe benefits and consultant services are eligible labor expenses, but volunteer labor is not eligible for reimbursement (i.e., it can only be used as match). Volunteer labor as a donation can be used for no more than 25% of your match.
7. **EQUIPMENT COSTS:** Use of your community's equipment or the rentals of equipment to complete a project are eligible costs. Equipment costs may be used as a donation if from other than project sponsor.
8. **SUPPLIES AND MATERIALS:** Supplies and materials are eligible for reimbursement and may be purchased for a specific project or drawn from a central stock. Donated materials are not reimbursable but may be used as part of the match.
9. **INFORMATION AND INTERPRETIVE COSTS:** Are eligible for reimbursement and may include information and directional signs at entrances of recreation areas, display boards, dioramas or other interpretive facilities.
10. **CONSTRUCTION COSTS:** Are eligible for reimbursement and includes all necessary construction activities from site preparation (including demolition, excavation, grading, etc.) to the completion of a structure at your project site. Construction may be carried out through a contract with a private firm or by use of your community's own personnel and facilities (force account). *Note: State Prevailing Wage is required for contracted projects.*

B. Ineligible Costs

LWCF reimbursement funds are not available for ceremonial or entertainment expenses, publicity costs, bonuses, interest expenses, incidental costs relating to acquisition, operation and maintenance costs for outdoor recreation areas, equipment to be used for the maintenance of outdoor recreation areas or park employee residences. If you are unsure whether a proposed expense is eligible, please call the GMS at (573) 751-0848.

VI. REIMBURSEMENT PROCESS

You may request reimbursement at the stages listed below. Once a reimbursement request has been approved, it will take from 30-60 days for you to receive payment. A carefully prepared reimbursement request will help your request to be processed quickly.

1. **PARTIAL REIMBURSEMENT:** You may submit a reimbursement request on a quarterly basis with a *minimum reimbursement requirement of \$7,500.00*. No more than 75% of your grant will be reimbursed until after the project has been inspected and completed. Quarterly reimbursement due dates are April 15, July 15, Oct 15, and January 15. Reimbursements must be accompanied by the required quarterly report to be eligible for payment.
2. **FINAL REIMBURSEMENT:** A request for final reimbursement should be submitted after all facilities listed in the project scope of your project agreement are complete and documentation is submitted for review. An on-site inspection will be conducted with 30 days of a request for inspection to determine project has been completed within the terms of the agreement.

VII. INSTRUCTIONS FOR MAKING A COST ESTIMATE FOR A PROJECT

You will need to provide an estimated cost breakdown on all the facilities that you plan to acquire, develop or construct/renovate as part of your project. A form is provided in the application for this purpose. Prevailing wage must be used regarding construction contracts. You should specify the number and type of facilities you will construct or renovate. Estimates should reflect total costs for each **major** component and these costs should be realistically derived from established or anticipated prices. When estimating costs, please remember that they may not be actually incurred for a year or more and you will need to consider some inflationary percentage into your estimate. When items such as site preparation or utilities are directly related to a facility, these costs should be included as part of the estimated cost for that facility.

It is important that your cost estimates be as accurate and complete as possible, since they are used to determine the need for your project. Each **major** component you plan to develop must be listed as a separate item within your cost estimate. Take care to list all items for which you anticipate reimbursement. If you reference signage use in your application please include this cost in your cost estimate. Example cost estimate tables are on the following pages.

<u>List Major Components</u> in Priority Order	Grant Request	Matching Funds		Total Cost
		Applicant Funds	Donation	
1 Playground Development	\$ 25,000	\$ 10,555	\$ 20,000	\$ 55,555
2 Planning/Design	\$ 2,250	\$ 2,750	\$	\$ 5,000
3 2 Soccer Fields	\$ 40,000	\$ 48,889	\$	\$ 88,889
4 Lighting	\$ 7,525	\$ 9,198	\$	\$ 16,723
5 Signage	\$ 225	\$ 275	\$	\$ 500
6	\$	\$	\$	\$
7	\$	\$	\$	\$
8	\$	\$	\$	\$
9	\$	\$	\$	\$
Total	\$ 75,000	\$ 71,667	\$ 20,000	\$ 166,667

VIII. SAMPLE DEVELOPMENT/RENOVATION (6f) (3) BOUNDARY MAP

When applying for an LWCF grant, applicants must submit a signed and dated project boundary map which clearly delineates the area to be protected under Section 6(f) (3) of the LWCF program. The project area must be readily accessible through a public corridor (i.e. parking lot, street, permanent public easement). **Maps should be no bigger than 8 ½” x 14”.**

What is Section 6(f) (3)? SEC. 6(f) (3) of the LWCF ACT states- No property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation uses.

Land identified within the Section 6(f) (3) boundary must be retained in perpetuity for public outdoor recreation use.

Provide the following information on the Section 6(f) (3) boundary map:

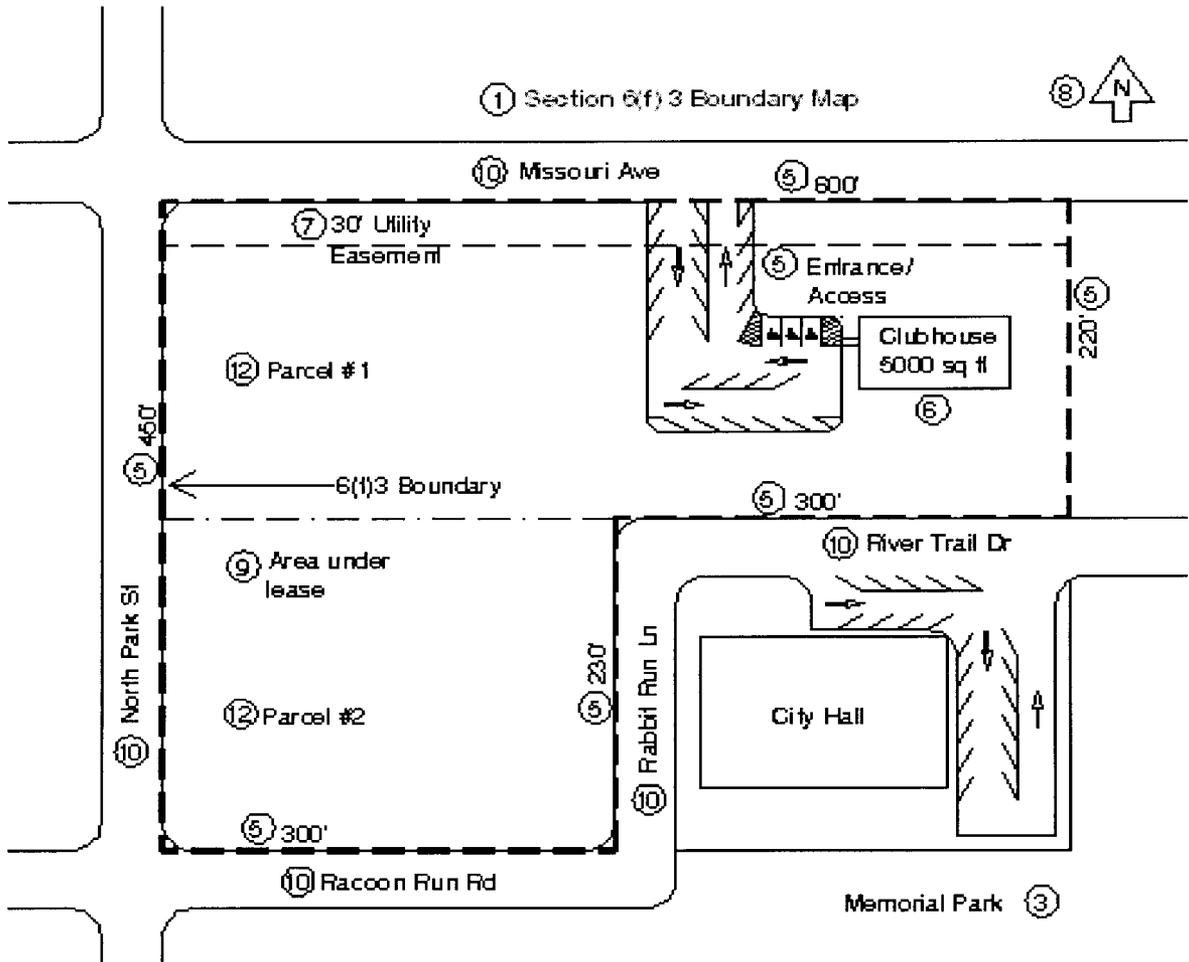
- 1. Identify map as “Section 6(f)(3) Boundary Map”
- 2. Signature and date on map by the individual authorized in the resolution
- 3. Name of park
- 4. Date of map preparation

- 5. Clearly indicate the border of the project area with measurements in feet on each side to effectively illustrate the land afforded Section 6(f) (3) protection. Border needs to incorporate entrance/access point(s). Add any existing easements or right-ways.
- 6. If applicable, identify any pre-existing indoor structures that do not support outdoor recreation and provide the square footage of the structure footprint. Subtract this square footage from perimeter.
- 7. If applicable, indicate any outstanding rights and interest in the area: easements, deed/lease restrictions, reversionary interest, right of way, etc.
- 8. North arrow
- 9. If applicable, indicate any area(s) under federal lease(s) with term of at least 25 years remaining on the lease(s).
- 10. Indicate adjoining street names.
- 11. Indicate total acreage within the Section 6(f) (3) Boundary Map. The acreage identified on the boundary map must be consistent with the acreage identified on the application form.
- 12. Indicate Assessor parcel number(s).
- 13. Latitude and Longitude at park entrance.
- 14. Indicate location of renovation/development project in relationship to existing facilities.

Maps may be drawn on a satellite image. Full color satellite images are preferred.

The following page gives a sample of what is needed in your map and must be included with your application

SAMPLE DEVELOPMENT/RENOVATION MAP (MUST INCLUDE ALL DATA)



 Signature of individual
 Authorized in resolution

②

 Date of map preparation

④

 Date

 Section 6(f)3 Boundary Acreage

①

 Latitude/Longitude

⑬

FY 2014 LWCF Application

IX. SAMPLE RESOLUTION

TEMPLATE RESOLUTION TO BE INCLUDED WITH APPLICATION

LAND & WATER CONSERVATION FUND

WHEREAS, the City Park Board deems it necessary to improve a public park to serve its citizens as well as the traveling public.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RECREATIONVILLE, as follows:

1. That a project application be prepared and submitted to the Department of Natural Resources, Division of State Park's Grants Management Section for the Land and Water Conservation Fund (LWCF) Grant Round Fiscal Year 2014.
2. The Mayor, City Council, Park and Recreation Director and Chairman of the Park Board, be authorized, and hereby authorize those persons listed below to sign and execute the necessary documents for forwarding the project proposal application for a grant-in-aid under the LWCF. These persons are also hereby authorized to sign the project agreement, subsequent amendments and other necessary documents between the City of Recreationville and the State of Missouri.
3. If a grant is awarded, the city of Recreationville accepts all responsibilities under the LWCF regulations. This includes, but is not limited to, project site to be protected by the LWCF rules and regulations in perpetuity, maintenance of the park for public outdoor recreation purposes, compliance with the provisions of Title VI of the Civil Rights Act of 1964, underground wiring of all telephone and electrical wires under 15 KV within the park both under this project and in the future, provisions of facilities which are accessible to and usable by people with special needs.

PASSED AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF Recreationville

THIS _____ DAY OF _____, 2014

CITY OF Recreationville

ATTEST:

Jane Doe

City Clerk

BY: John Doe

Mayor

BY: _____

Representative of City Council

Chairman, City Park Board

FY 2014 LWCF Application

ADDITIONAL INFORMATION REQUIRED FOR SCHOOL DISTRICT PROJECTS

Community/School Timetable: If you plan to develop or renovate a school playground/ball fields, etc. you will need to provide a brief timetable indicating when your school district will have exclusive use of your proposed facility, as well as the times when it will be open to the general public. Should your school district receive grant funding this timetable must be posted at the facility. **If the facility to be developed is part of the state school curriculum it cannot be funded with LWCF funds.**

Acting Committee: To be eligible for funding your school districts should appoint a committee to authorize and oversee the progress of the project. The members of the group should include a school board member, a school administrator and a lay person. A copy of the appropriate authorizing document and a description of the membership and their duties must be included with your application materials.

Community/School Agreement: A community/school agreement must accompany your application for funding. If your project primarily involves one community, the agreement must be made with that community. If your project involves more than one community then an agreement should be entered into with each community and submit with your application separate agreement forms. The agreement should be signed by your school administrator or president of the school board. The park board president or authorized community representative such as mayor should sign on behalf of the community. Please use the form provided on the following page as reference.

FY 2014 LWCF Application

SAMPLE SCHOOL/ COMMUNITY AGREEMENT

We _____, _____, and _____ (Acting Committee) representing the school district of _____ located at _____ in the city of _____, certify that the community of _____ has been informed and is in agreement with objectives and goals the grant project proposal of (name of grant project) _____.

It is further certified that:

The undersigned community will be made aware of on-going planning for this project and given the opportunity for review.

The undersigned community will have an opportunity to review the plans for operation of the proposed facilities.

Every effort will be made to encourage the general public to use the facilities.

Exclusive school use of the proposed facilities for instruction and competition is permitted as long as the facilities are kept open for the general public use at reasonable hours and times of the year according to the type of area and facility. The proposed schedule of hours of operation for the general public use and the hours scheduled for school activities is attached hereto and is hereby made part of this agreement.

The hours of operation and the hours open for the general public use will be clearly posted at the facility at all times. Changes in the hours for school activities and hours open for general public use will be reviewed by the undersigned community.

School Representative Name _____
School Representative Title _____
School Representative Signature _____ Date _____

Name of Community _____
Community Representative Name _____
Community Representative Title _____
Community Representative Signature _____ Date _____

Notary Signature _____ Date _____

A. PROJECT NARRATIVE

Describe your proposed project. Do not exceed one page. Please include type of project (acquisition of land, development of new facilities, renovation of existing facilities or a combination thereof). Describe the type of outdoor recreation opportunities, number of additional citizens to be served and short and long term benefits of this project. Please refer to Application Guidelines for additional required narrative information.

The Woodridge Park Improvement Project is a renovation of an existing neighborhood park that was originally purchased in 1975 with the assistance of LWCF funds. As part of the re-development project, a new inclusive playground will be installed to serve the many adjacent organizations that will benefit. In the immediate area, the Thompson Autism Center, The University of Missouri Women's and Children's Hospital and the Ronald McDonald House all will benefit from this project. In addition to the playground there will also be many amenities designed to serve the residents of the Ronald McDonald House, who reside next to the park, with a lot of time on their hands while one child is in the hospital getting treatment. The park will continue to serve the adjacent neighborhoods with soccer fields and a basketball court, but in addition to the typical neighborhood park amenities, several items are proposed to uniquely serve the adjacent neighbors residing for days and sometimes weeks at a time. Such amenities include a walking trail, a small picnic shelter and an outdoor council ring where parents and children can gather as a group and share their challenging stories or just enjoy the space for reading or other passive recreation. Park staff have met with Board Members of the Thompson Foundation and the Ronald McDonald House to discuss their needs for the park and to get an idea for how an inclusive playground can be designed to fulfill the needs of children with disabilities, particularly autism, but also to serve the needs of the able-bodied children who will be residing at the Ronald McDonald House while their siblings are being treated in the Hospital. Park staff have had discussion with parents of autistic children to come up with design ideas for how to make the play area a therapeutic experience for children, but also allow mom and dad a chance to relax and congregate with other adults while the children play.

The proposed improvements were identified as part of the overall city master planning process where city staff had meetings with 49 special interest groups as well as public input at meetings open to the general public. Please see (Appendix A) the advertisement of the public input meetings. Once complete funding is in place, there will be further public input meetings and opportunities for the public to comment on the plans at both the Park Commission and City Council public meetings.

The current park is +/- 6.1 acres. It is a combination of both open play fields and wooded areas. There are no pristine habitats or wetlands, however the woods are attractive native Hickory and Oak. There are no buildings on the property, but there is an existing soccer play field, playground and a basketball court. Park staff plan to begin construction on the renovations to the park in the summer of 2014 with a completion goal of Nov. 1, 2015. Please see appendix R for 6(f) boundary map and appendix S showing proposed improvements.

This grant application is intended to enable the City to move forward with the renovation of Woodridge Park. A new all-inclusive playground and amenities to serve families in the area of Woodridge Park will enable families staying at the Ronald McDonald House, children receiving therapy at the Thompson Center for Autism and the neighborhood surrounding the park to have a place where their recreation needs can be met.

Please respond to the following questions **in the space provided**. Please keep the application **pages together**. Documentation is required for some questions, as noted. Where support documentation is required, **please attach the supporting materials in an appendix**. Reference the application section letter and/or number in your documentation. In Sections B through K, points are awarded as indicated.

B. STATEWIDE COMPREHENSIVE OUTDOOR RECREATIONAL PLAN (SCORP)

The following questions are related to the 2013-2017 SCORP. Additional information can be found at <http://mostateparks.com/sites/default/files/Final%20Missouri%20SCORP%202013-2017.pdf>

B1. Does your project

Please provide documentation for one or more of the following Missouri outdoor recreation needs that your project will meet. **10 points**

A. Focus on multi-use facilities.

The proposed plan for Woodridge Park incorporates a combination of active and passive recreation amenities. There will be opportunities for nature observation along the trail and in the wooded areas as well as active sports on the playfield and basketball court. The playground and group gathering areas (small shelters and council ring) will provide both active recreation for the kids and an opportunity for social gatherings for adults.

B. Encourage gateway activities.

The 0.4 mile loop trail provides an excellent opportunity for citizens of Columbia to begin exercising in a beautiful and low stress environment. Less than 2 blocks from the park is the newly constructed Hominy Creek Trail that connects citizens living near Woodridge Park back to central Columbia and the extensive trail system of the Hinkson Creek Trail and the MKT Trail. Once people get started exercising at local trails, it is the hope of park staff that they will move up to greater distances along our longer lineal trails for more challenging exercise and health benefits.

C. Provide organized activities that increase youth participation and/or increase participation by minorities and/or older adults.

Woodridge Park will serve as a gathering place for all kinds of people. The Ronald McDonald House hosts families from all over the state and of all races and economic backgrounds. These are the families that will be served by this park. Family members who are tending to the children at the Thompson Autism Center near Woodridge Park also represent a wide range of ages and diversity. Often it is the grandparents who accompany their grandchildren to the Thompson Center and they will have an opportunity to congregate at Woodridge Park before, during and after therapy. It is the intent of park staff that Woodridge Park will be programmed by staff at both the Ronald McDonald House and the Thompson Center for social events and therapy. Please see Appendix D showing the proximity of Woodridge Park to nearby facilities.

B2. Organizational Involvement

Provide documentation as to how organizations in your community (government, civic, not-for-profit, church, schools etc.) are working together to expand local participation in outdoor recreation. **10 points**

I have attached information from our Parks and Recreation publication Leisure Times to demonstrate a sampling of some of the offerings from the City as well as information from our local Audubon Club and the Pednet Coalition as examples of other organizations in Columbia that are focused on getting families actively involved in outdoor recreation. Please see appendices E-G

B3. Walkable Communities

Provide documentation as to how your community is currently or planning to develop a walkable community. (Trails and safe walkable streets providing close-to-home access to a variety of outdoor recreation activities). **10 points**

The City of Columbia is dedicated to becoming the premier walkable community in the Midwest. We were one of 4 communities nationwide that was chosen to participate in a non-motorized transportation pilot project funded by the Federal Government. Please see appendix H showing our current trail system. Also attached is appendix I from our City Getabout website indicating other measures the City of Columbia is taking to create a healthier and more walkable community.

C. PLANNING AND PUBLIC PARTICIPATION: Each question is worth up to 5 points.

An essential component of establishing an estimate of need for a specific project is to obtain input from the local public. To be effective, citizen input must be: representative (include diverse elements of the population), significant (the input should actually have an impact on what is proposed), and widespread (includes a representative sample of citizens). Long range planning is required.

The City of Columbia Parks and Recreation Department has a ten year master plan that we are currently updating. We have completed the draft final copy that is currently being reviewed by the various public commissions before final approval by the City Council this Spring, 2013. It was during the ten year master plan process that the idea for improvements to Woodridge Park came to light. As part of the master planning process, park staff met with 49 special interest groups representing Columbia's minority community, bike clubs, schools, disability groups, sports leagues, Audubon, Sierra Club and Nature Conservancy groups. In addition to the special interest groups there were also several open meetings where the public was invited to come and offer ideas for all existing parks and trails and ideas for future parks trails, facilities and programs.

C1. PUBLIC SURVEYS OR PUBLIC MEETINGS

Your public meeting should be advertised a minimum of one week in advance in the local newspaper, website, Facebook, or other media outlet and/or posted in public places frequented by citizens residing in the service area.

The proceedings of project related public meetings must be recorded in an official record and the minutes are to be kept to provide documentation of meetings. The meeting minutes are to include the number of persons in attendance, the alternatives discussed, and the level of opposition to the proposed plan. This information must be included in your application. **Documentation is required.**

Please see the attached appendix A showing the opportunities for public input pertaining to this park as part of our overall 10 year master planning process where we evaluate all of our parks for needed improvements. Appendix J is the personal note requesting a meeting with the Disability Commission and the summary notes from the meeting as an example of the special interest meetings park staff conducted. Also attached is appendix K indicating the results for Woodridge Park after the public input process.

C2. PUBLIC SUPPORT

Was the project proposal made available to the public for review and comment? How was the public involved in the development and planning of this project? Describe why this project was recommended and supported by the public? **Documentation is required.** *Include responses from public.*

Please see the attached emails from parents with autistic children and board members from the Thompson Foundation showing their public support for this project (Appendix L).

C3. Is this project in the top five priorities of your existing three year development plan?

Documentation of plan is required.

Yes 5 points – No 0 points

We usually take on about 20 new development projects each year and because this one has an opportunity for grant and private donations, we chose to pursue funding by those means. This was our top choice for funding when our local Cosmopolitan Club asked us where we would like them to provide funding over the next several years.

C4. PROJECT FACILITY LOCATION FOR EFFECTIVE USE BY POPULATION

A. Project site is accessible by walking or bicycling, without the use of a motorized vehicle. **5 points**

One of the things Columbia prides itself on is the ability to travel throughout town without the need for a car. Woodridge Park is located less than two blocks from the newly completed Hominy Creek Trail. The Hominy Creek Trail connects the entire Woodridge Subdivision to downtown Columbia by connecting to all the residential areas that exist along the Hinkson Creek and MKT Trails. There is an extensive sidewalk system throughout the Woodridge Subdivision and all of the roads are bicycle friendly. All three nearby care facilities: the MU Women's and Children's Hospital, The Thompson Autism Center and the Ronald McDonald House are all connected to the park by way of a five foot sidewalk along Lansing Ave.

B. Project site is not located close to user population by virtue of facility, accessible only by motor vehicle. **3 points**

D. MANAGEMENT CAPABILITY

D1. ADMINISTRATION AND MAINTAINENCE You must answer all four questions to receive points. **5 points** **Documentation is required.**

- A. What staff position will be responsible for this grant and how will they ensure compliance with the LWCF federal and state regulations in perpetuity?

The Superintendent of Planning and Development is directly responsible for writing and overseeing all aspects of grant project management. The Superintendent is also in charge of design, construction and natural resource management staff for the City of Columbia. The City of Columbia has an excellent track record of obtaining, completing in a timely manner, and managing all of our 29 existing LWCF project sites. We have an excellent relationship with MO DNR staff and regularly review the compliance of our LWCF obligations throughout the City.

- B. What personnel position(s) or volunteers will be responsible for the project/park maintenance and operation to ensure that the project/park has future availability to the general public?

Woodridge Park is maintained by the professional natural resources and maintenance staff employed by the City of Columbia. The City of Columbia has several volunteer clean-up days throughout the year where various volunteer groups assist with clean-up efforts, however daily monitoring, trash removal, mowing, safety inspections of the playground will be done by park staff.

- C. What permanent funding source will be used to insure future maintenance of this park?

The City of Columbia has a 1/8 % permanent park sales tax that is dedicated to park maintenance. The 1/8% park sales tax generates about \$2.4 million annually. There is an additional 1/8% park sales tax that is up for renewal every 5 years to provide additional funding for new development projects and land acquisition. The department also receives \$5.1 million from the City general fund annually for administration, programming, development and maintenance. See Appendix M for budget information.

- D. Provide a copy of your yearly maintenance/operation plan for this facility or your parks department.

Please see Appendix N for pages from our park maintenance plan.

D2. COST ESTIMATE *No points given but must be completed to be scored.*

Please refer to Section VII, Page 11-16 in the Guidelines.

List Major Components in Priority Order	Grant Request	Matching Funds		Total Cost
		Applicant Funds	Donation	

ACQUISITION/DEVELOPMENT ITEMS (45% Reimbursement)

1 Walking trail (2100 lin. ft.)	\$18,000	\$	\$26,000	\$44,000
2 Individual picnic shelters (2)	\$2,000	\$	\$4,000	\$6,000
3 Council ring (1)	\$4,000	\$6000	\$	\$10,000
4 Soil, grading & landscaping	\$2,000	\$7000	\$3,000	\$12,000
5 Signs, bike rack, misc.	\$	\$	\$5,000	\$5,000
6	\$	\$	\$	\$
7	\$	\$	\$	\$
8	\$	\$	\$	\$
9	\$	\$	\$	\$
Sub-Total Acquisition and Development Items	\$26,000	\$13,000	\$38,000	\$77,000

RENOVATION/RESTORATION ITEMS (45% Reimbursement)

1 New playground (1)	\$20,000	\$	\$40,000	\$60,000
2 ADA inclusive play surface	\$29,000	\$	\$59,000	\$88,000
3	\$	\$	\$	\$
4	\$	\$	\$	\$
5	\$	\$	\$	\$
6	\$	\$	\$	\$
7	\$	\$	\$	\$
8	\$	\$	\$	\$
Sub-Total Renovation/Restoration Items	\$49,000	\$0	\$99,000	\$148,000
Total	\$75,000	\$13,000	\$137,000	\$ 225,000

D3. DONATIONS

Up to 5 Points

What is the total amount of donations to the project? *(Include the value of land, labor, supplies, cash, and equipment).* Donations are from an outside group, entity or person. In other words a city, county or school cannot donate to itself. This portion should be addressed very seriously because you will be requested to submit documentation (signatures, cancelled checks, or other) with your reimbursement statement. Failure to include could result in non-payment of funds. **Signed letters of donation must accompany application.**

Please see Appendices O and P for donation letters.

Donation of Land: \$ _____

Applicant may not take title to the property until a project application has been approved by the National Park Service. A letter of intent to donate from the landowner must accompany your application to receive points.

Donation of Labor: \$ _____

No more than 25% of the match shall be comprised of donated labor. A letter of intent to donate from the volunteer/organization must accompany your application to receive points.

Donation of Supplies /Equipment: \$ _____

A letter of intent to donate from the donor must accompany your application to receive points.

Donation of Cash: \$ 137,000.00

A letter of intent to donate from the donor must accompany your application to receive points.

Donation Total: \$ 137,000.00

Donation/Point Table

	Scale	
Greater Than or Equal to	To	Points
---	9%	0
10%	20%	1
21%	40%	2
41%	60%	3
61%	80%	4
81%	100%	5

E. STATE INTER-AGENCY COUNCIL FOR OUTDOOR RECREATION AND DEPARTMENT OF NATURAL RESOURCES SPECIAL CONSIDERATION QUESTIONS

E1. ENVIRONMENTAL PROTECTION/NATURAL RESOURCES

Natural resource/conservation examples could include use of “green” practices (products or technology), smaller footprint (less concrete or asphalt), energy efficiency or conservation use of timers or sensors, solar energy applications, water conservation or reclamation, use of gray water, harvesting rainwater, use of recyclable materials, vegetation of native plant communities, restoration of wildlife habitat or travel corridors. **If your project should include one of the following 5 points will be given. Please list which letter pertains. Documentation is required.**

- A. Explain how this project will incorporate design elements, sustainable products, recyclable products or habitat enhancement in the most effective manner to conserve water or energy, or enhance natural resources. What are the anticipated benefits that will occur by incorporating design elements?

This project will incorporate the use of a rain garden to capture runoff from the playground area to cleanse and slow down the release of storm water into the adjacent natural drainage area. The rain garden will be planted with native plant vegetation. The playground equipment and surface material will have a substantial amount of recycled material.

- B. Explain how this project will protect existing natural resources within the project boundaries include size of area to be protected. Examples of existing natural resources include riparian areas, washes, wetlands, other native plant communities, or wildlife habitats.
- C. Is project site a former Brownfield or landfill site that has been re-mediated and approved for public use?
Documentation is required.

E2. HEALTH BENEFITS

Is your community actively involved with your local health care providers or organizations to encourage outdoor recreation/exercise? Please explain this involvement. **Documentation is required.** Yes 5 points - No 0 points

The City of Columbia has numerous organizations, beyond what Parks and Recreation offers, that encourage outdoor recreation and exercise. Please see the attached appendices F and G from our local Audubon and PedNet organizations and pages from their websites referencing the outdoor programs they sponsor.

The person who originally came up with the idea of building an all-inclusive playground in a city park was Dr. Matt Smith. Please see Appendix P, the thank you letter sent to him for his initial donation of \$10,000 that began this playground and park renovation project. Also included is a letter (Appendix Q) from MU Women's and Children's Hospital expressing support for this project. They have worked with park staff to

create walking and fitness trails around their hospital and educating their staff and patients about the nearby trails and parks.

E3. PAST PROJECT ADMINISTRATION

A maximum of **2 points could be deducted** from an applicant's score should one of the following occurred on past LWCF grant projects.

- A. Failure to adhere to the LWCF Post Completion Obligation from previous awards.
- B. Failure to complete past LWCF grants within the stated time period.
- C. Failure to complete past LWCF quarterly reports within the stated timeline.

F. EQUITABLE DISTRIBUTION OF FUNDS

A. Did you receive LWCF funding last year? **Yes 0 No 5 points**

NO

B. Applicant has never received Land and Water Conservation Fund grant. **4 points**

NO

C. Within the last two years, has the application project site been declared by the federal government a Federal Disaster site? **5 points Documentation is required.**

NO

G. AMERICANS WITH DISABILITIES ACT Please refer to links in application guidelines. **Documentation is required.**

A. All portions of this facility are ADA accessible **10 points.**

OR

B. Is this grant application to obtain funding to make this facility accessible to all users?
Yes 4 points

YES

C. Is this grant application for an existing LWCF protected park? **Yes 4 points**

YES

D. Access for Disabled:

a. Limited or no ADA access, or no plans for ADA access. **0 points**

b. Plans for ADA access at most major portions of the facility. **2 points**

b. YES

H. INCENTIVE CRITERIA

If your project should include one of the following **5 points** will be given. Please list which letter pertains. **Documentation is required.**

A. The project includes a gift of land to be dedicated for recreational use. The donation must be large enough to accommodate the activities contained in the application and occur after project approval.

B. The acquisition is necessary to protect outstanding natural resources that are in danger of imminent loss.

- C. The application demonstrates a substantial commitment, financial or otherwise, from local citizens, civic or fraternal organizations, interest groups, or agencies, in the planning, development, construction, maintenance and operation of the facilities being constructed or renovated.

Donations and commitments to donate, so far, are at \$137,000 (Appendices O- P).

- D. Acquisition of land for greenbelts or other linear or connecting parklands such as abandoned railroad right-of-way.
- E. Acquisition and/or development of non-motorized water access areas for canoeing, kayaking, or rafting.

I. PROJECT JUSTIFICATION FOR IMMEDIATE NEED: (No points given for this answer but could be a deciding factor if there is a tied score)

Explain why there is an **immediate** need for this project.

Columbia does not have an all-inclusive playground. This site was chosen because of the proximity to the Ronald McDonald House, the Thompson Autism Center, and the MU Women's and Children's Hospital who will all benefit from this project. The amenities in the park are all 15+ years old and in need of replacement. This grant will provide the funds needed to supplement the already raised \$137,000 and make Woodridge Park one of Columbia's finest parks and the playground the premier playground in central Missouri.

II. RESUBMISSION OF PAST PROJECT

1 point will be awarded for resubmission of project from last year's grant cycle that was eligible for submission to National Park Service, but did not receive funding. The Grants Management Staff will verify those projects and award the point if qualified. Yes ___ No X

J. LWCF PROMOTION (This will have no points given nor will your answer affect your grant selection, however, you will be asked to implement should you receive a grant.)

To sustain funding for the LWCF all entities involved should help increase public awareness of the program and its many benefits. As a grant applicant, you are asked to develop a plan that will promote the LWCF in the event that your project is selected for approval. Possible ways outside the required LWCF signage include: press releases, conferences, grand openings, ribbon cuttings, and any other creative ideas developed locally. Briefly describe your promotional plan.

The Columbia Parks and Recreation Department has LWCF signs at all of our LWCF funded project sites displayed proudly. The Columbia Parks website includes a section on the park history that prominently displays funding sources. All press releases and construction signs show the funding sources for projects.

Total Possible Points for Each Application

100 points

L. APPLICATION CHECKLIST: Please check your application before sending

The following items/documentation must be included with your application or your application will not be scored. These items may be in addition to those listed in the application.

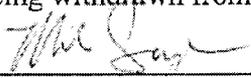
- LWCF Application, completed and signed
- Resolution from sponsor supporting application APPENDIX T
- Regional Planning Commission support and compliance letter APPENDIX U
- Federal, State and Local government permits/ approvals if required by this project such as floodplain or wetlands permit. NA
- City, county/ regional maps designating park and/or school location APPENDIX V
- Site Development/Renovation Map clearly defining the 6f boundary and denoting footage around the parameter and total acreage of your park. Please refer to page 17-18 in your Application Guide APPENDIX R
- Copy of Deed or Contract for Deed, or Intent to Donate land for project site APPENDIX W
- Signed Letters of Donation APPENDIX O 3 P
- Accurately Completed Cost Estimate
- Financial Evidence, Section D-1 APPENDIX M
- LWCF Promotion Section J
- Historic Preservation 106 Clearance please refer to web site for form APPENDIX X
<http://www.dnr.mo.gov/shpo/sectionrev.htm>
- Environmental Screening (appendix B) with accompanying documentation.
- Sub Recipient Informational Form (appendix C)

M. CERTIFICATION OF APPROPRIATE OFFICIAL

(Mayor, County Commissioner, School Superintendent Etc.)

"I hereby certify that the information contained in the attached application is true and correct to the best of my knowledge. I understand that this application will be rated on the basis of the information submitted and that the submission of incorrect or incomplete data can result in this application being withdrawn from consideration for funding."

Signature



Title

PLANNING & DEVELOPMENT
SUPERINTENDENT

Printed Name

MIKE SNYDER



News Release

P.O. Box 6015 • Columbia, MO 65205 • (573) 874-7460 • www.GoColumbiaMo.com

Date: March 2, 2012
Contact: Tammy Miller, Parks and Recreation, 874-7465

Parks and Recreation Invites Public Input on Parks, Recreation and Open Space Master Plan

The Columbia Parks and Recreation Department is again inviting citizens to offer their input as part of the process to update the Parks, Recreation and Open Space Master Plan. A second public meeting will be held from 5 to 7 p.m. on March 15 at the ARC, 1701 West Ash.

The meeting will be held in an open house “drop-in” format, prior to the regularly scheduled Parks and Recreation Commission meeting. Parks and Recreation staff will present several components of the Master Plan at the March 15 meeting, including the 2012 Trails Plan, Neighborhood Park Plan and also recommended capital improvement projects.

Suggestions for Master Plan revisions and recommended capital improvement projects were solicited from meetings with 49 focus groups – including City advisory commissions – and during an October 2011 public input meeting. Input was also solicited via a 2010 Parks and Recreation Needs Assessment Survey as well as a 2011 Park User Survey.

The current Master Plan was approved and published in 2002 and has provided a blueprint for parks planning for 10 years. Parks and Recreation staff is midway through the process to revise the plan with the intention that it will serve the City for the next 10 years. It is expected that the Parks Master Plan will be presented to the City Council for their consideration and approval late this year.

For more information, please contact the Parks and Recreation Department at 874-7460.



News Release

P.O. Box 6015 • Columbia, MO 65205 • (573) 874-7460 • www.GoColumbiaMo.com

Date: October 5, 2011
Contact: Tammy Miller, Parks and Recreation, 874-7465

Parks and Recreation Invites Public Input on Master Plan

The Columbia Parks and Recreation Department is inviting citizens to offer their input as part of the process to update the Parks, Recreation and Open Space Master Plan. A public meeting will be held from 6 to 8:30 p.m. on October 18 at the ARC, 1701 West Ash.

The current Master Plan was approved and published in 2002 and has provided a blueprint for parks planning for 10 years. Parks and Recreation staff has started the process to revise the plan with the intention that it will serve the City for the next 10 years.

The meeting on October 18 has been divided into time slots for any individual, family, group, or organization who may have a special interest. However, citizens are welcome to drop by at any time and discuss with parks staff what they would like to see in Columbia's parks in the future:

6-6:45 p.m. – Sports and Athletics
6:45-7:30 p.m. – Environment and Natural Resources
7:30-8:30 p.m. – Park Users and Interested Parties

Attendees will receive a free daily outdoor pool pass for next summer, while supplies last.

It is expected that the Parks Master Plan will be presented to the City Council for their consideration and approval late in 2012.

For more information, please contact the Parks and Recreation Department at 874-7460.

Public Communications



Public Communications

- ▶ Programs
- ▶ City Information
- ▶ Contact Us

HOME » LIVING » CITY INFORMATION » PUBLIC COMM » PUBLIC INFORMATION » PRESS RELEASES

FOR IMMEDIATE RELEASE

Contact: Tammy Miller, 874-7465

Parks and Recreation Invites Public Input on Parks, Recreation and Open Space Master Plan

COLUMBIA, MO (March 2, 2012) - The Columbia Parks and Recreation Department is again inviting citizens to offer their input as part of the process to update the Parks, Recreation and Open Space Master Plan. A second public meeting will be held from 5 to 7 p.m. on March 15 at the ARC, 1701 West Ash.

The meeting will be held in an open house "drop-in" format, prior to the regularly scheduled Parks and Recreation Commission meeting. Parks and Recreation staff will present several components of the Master Plan at the March 15 meeting, including the 2012 Trails Plan, Neighborhood Park Plan and also recommended capital improvement projects.

Suggestions for Master Plan revisions and recommended capital improvement projects were solicited from meetings with 49 focus groups - including City advisory commissions - and during an October 2011 public input meeting. Input was also solicited via a 2010 Parks and Recreation Needs Assessment Survey as well as a 2011 Park User Survey.

The current Master Plan was approved and published in 2002 and has provided a blueprint for parks planning for 10 years. Parks and Recreation staff is midway through the process to revise the plan with the intention that it will serve the City for the next 10 years. It is expected that the Parks Master Plan will be presented to the City Council for their consideration and approval late this year.

For more information, please contact the Parks and Recreation Department at 874-7460.

-30-

Public Communications



Public Communications

- ▶ Programs
- ▶ City Information
- ▶ Contact Us

HOME » LIVING » CITY INFORMATION » PUBLIC COMM » PUBLIC INFORMATION » PRESS RELEASES

FOR IMMEDIATE RELEASE

Contact: Tammy Miller, 874-7465

Parks and Recreation Invites Public Input on Master Plan

COLUMBIA, MO (October 5, 2011) - The Columbia Parks and Recreation Department is inviting citizens to offer their input as part of the process to update the Parks, Recreation and Open Space Master Plan. A public meeting will be held from 6 to 8:30 p.m. on October 18 at the ARC, 1701 West Ash.

The current Master Plan was approved and published in 2002 and has provided a blueprint for parks planning for 10 years. Parks and Recreation staff has started the process to revise the plan with the intention that it will serve the City for the next 10 years.

The meeting on October 18 has been divided into time slots for any individual, family, group, or organization who may have a special interest. However, citizens are welcome to drop by at any time and discuss with parks staff what they would like to see in Columbia's parks in the future:

- 6-6:45 p.m. - Sports and Athletics
- 6:45-7:30 p.m. - Environment and Natural Resources
- 7:30-8:30 p.m. - Park Users and Interested Parties

Attendees will receive a free daily outdoor pool pass for next summer, while supplies last.

It is expected that the Parks Master Plan will be presented to the City Council for their consideration and approval late in 2012.

For more information, please contact the Parks and Recreation Department at 874-7460.

NEWS MEDIA CONTACT INFORMATION

NEWSPAPERS

Columbia Daily Tribune
City: Lora Wegman, 815-1716
Rudi Keller
rikeller@columbiatribune.com
lwegman@tribmail.com
editor@tribmail.com
FAX: 815-1701

Columbia Missourian
editor@columbiamissourian.com
City Desk: 882-5720
FAX: 882-5702

Columbia Business Times
Brian McNeill, 499-1830, ext. 1013
editor@businesstimescompany.com
FAX: 499-1831

TELEVISION

ABC - 17
Steve Lambson, 449-1700
Curtis Varns, 449-1700
news@kmiz.com
FAX: 449-6271

KOMU-TV
Stacy Woelfel, 884-6397/882-8888
news@komu.com
FAX: 884-5353

KRCG-TV
Craig Stilabower
(888) 227-1388, (573) 896-5144
news@krcg.com
FAX: (573) 896-5193 or (573) 896-5198

KRCG-TV
Mark Slavitt, Reporter
443-1300; cell 808-3613, msslavitt@krcg.com
FAX: 499-0863

RADIO STATIONS

**KFRU/KPLA/KBXR/KOQL/KJMO/KLIK/
KJCQ/The Buzz 100.1 (Cumulus)**
News: 449-4141
Producer: 449-4141
Programming: Brian Wilson, 449-4141
david.lile@cumulus.com
david.gaines@cumulus.com

FAX: 449-7770
(Jeff City) FAX: (573) 893-8330

KBIA FM 91
Janet Saidi, News Director
882-3431
news@kbia.org
FAX: 882-2636

KCLR/KCMQ/KTXV/KSSC (Zimmer)
Manny Haley or Mike Ferguson, 875-1099
johns@zrgmail.com
tbradley@zrgmail.com
marshi@zrgmail.com
zrqcoinews@zrgmail.com
mferguson@zrgmail.com
agrimmett@zrgmail.com
mhaley@zrgmail.com
FAX: 875-2439

Eagle 93.9 (Zimmer)
Mike Ferguson: 875-1099
mferguson@zrgmail.com

KOPN 89 FM
David Owens: 874-1139
Studio: 874-5676
mail@kopn.org
FAX: 499-1662

KWWR - Mexico
Chris Newbrough
news@radiogetsresults.net

KWWC - Sweet 90.5
Stephens College Radio Station
876-7197
life@stephens.edu
FAX: 876-2330

WIRE SERVICES

Associated Press - Columbia
Alan Zagier
Office: (573) 875-8131
Cell: (573) 356-7917
email: azagier@ap.org
875-8131
FAX: 875-7562

CABLE

The Columbia Channel
Don Cizek, 874-7591
DKC@GoColumbiaMo.com
FAX: 443-6875

City Manager's Office and PCO
RYG@GoColumbiaMo.com
SRBRANT@GoColumbiaMo.com
FAX: 442-8828

City Clerk's Office
SKAMIN@GoColumbiaMo.com
FAX: 874-7539

The District
442-6816, FAX: 499-0421

UPDATED: November 17, 2011

Appendix B

Summary of Previous Environmental Review (including E.O. 12372 - Intergovernmental Review)

To avoid duplication of effort and unnecessary delays, describe any prior environmental review undertaken at any time and still viable for this proposal or related efforts that could be useful for understanding potential environmental impacts. Consider previous local, state, federal (e.g. HUD, EPA, USFWS, FHWA, DOT) and any other environmental reviews. At a minimum, address the following:

1. Date of environmental review(s), purpose for the environmental review(s) and for whom they were conducted.
2. Description of the proposed action and alternatives.
3. Who was involved in identifying resource impact issues and developing the proposal including the interested and affected public, government agencies, and Indian tribes.
4. Environmental resources analyzed and determination of impacts for proposed actions and alternatives.
5. Any mitigation measures to be part of the proposed action.
6. Intergovernmental Review Process (Executive Order 12372): Does the State have an Intergovernmental Review Process? Yes _____ No X____. If yes, has the LWCF Program been selected for review under the State Intergovernmental Review Process? Yes _____ No _____. If yes, was this proposal reviewed by the appropriate State, metropolitan, regional and local agencies, and if so, attach any information and comments received about this proposal. If proposal was not reviewed, explain why not.
7. Public comment periods (how long, when in the process, who was invited to comment) and agency response.
8. Any formal decision and supporting reasons regarding degree of potential impacts to the human environment.
9. Was this proposed LWCF federal action and/or any other federal actions analyzed/reviewed in any of the previous environmental reviews? If so, what was analyzed and what impacts were identified? Provide specific environmental review document references.

Use resource impact information generated during previous environmental reviews described above and from recently conducted site inspections to complete the Environmental Screening Form (ESF) portion of this PD/ESF under Step 6. Your ESF responses should indicate your proposal's potential for impacting each resource as determined in the previous environmental review(s), and include a reference to where the analysis can be found in an earlier environmental review document. If the previous environmental review documents contain proposed actions to mitigate impacts, briefly summarize the mitigation for each resource as appropriate. The appropriate references for previous environmental review document(s) must be documented on the ESF, and the actual document(s) along with this PD/ESF must be included in the submission for NPS review.

Environmental Screening Form (ESF)

This portion of the PD/ESF is a working tool used to identify the level of environmental documentation which must accompany the proposal submission to the NPS. By completing the ESF, the project sponsor is providing support for its recommendation in Step 7 that the proposal either:

Y 2013 Application
Land & Water Conservation Fund

1. meets criteria to be categorically excluded (CE) from further NEPA review and no additional environmental documentation is necessary; or
2. requires further analysis through an environmental assessment (EA) or an environmental impact statement (EIS).

An ESF alone does not constitute adequate environmental documentation unless a CE is recommended. If an EA is required, the EA process and resulting documents must be included in the proposal submission to the NPS. If an EIS may be required, the State must request NPS guidance on how to proceed.

The scope of the required environmental analysis will vary according to the type of LWCF proposal. For example, the scope for a new LWCF project will differ from the scope for a conversion. Consult the LWCF Manual for guidance on defining the scope or extent of environmental analysis needed for your LWCF proposal. As early as possible in your planning process, consider how your proposal/project may have direct, indirect and cumulative impacts on the human environment for your type of LWCF action so planners have an opportunity to design alternatives to lessen impacts on resources, if appropriate. When used as a planning tool in this way, the ESF responses may change as the proposal is revised until it is ready for submission for federal review. Initiating or completing environmental analysis after a decision has been made is contrary to both the spirit and letter of the law of the NEPA.

The ESF should be completed with input from resource experts and in consultation with relevant local, state, tribal and federal governments, as applicable. The interested and affected public should be notified of the proposal and be invited to participate in scoping out the proposal (see LWCF Manual Chapter 4). At a minimum, a site inspection of the affected area must be conducted by individuals who are familiar with the type of affected resources, possess the ability to identify potential resource impacts, and to know when to seek additional data when needed.

At the time of proposal submission to NPS for federal review, the completed ESF must justify the NEPA pathway that was followed: CE recommendation, production of an EA, or production of an EIS. The resource topics and issues identified on the ESF for this proposal must be presented and analyzed in an attached EA/EIS. Consult the LWCF Manual for further guidance on LWCF and NEPA.

The ESF contains two parts that must be completed:

Part A. Environmental Resources

Part B. Mandatory Criteria

Part A: For each environmental resource topic, choose an impact estimate level (none, negligible, minor, exceeds minor) that describes the degree of potential negative impact for each listed resource that may occur directly, indirectly and cumulatively as a result of federal approval of your proposal. For each impacted resource provide a brief explanation of how the resource might be affected, how the impact level was determined, and why the chosen impact level is appropriate. If an environmental review has already been conducted on your proposal and is still viable, include the citation including any planned mitigation for each applicable resource, and choose an impact level as mitigated. If the resource does not apply to your proposal, mark NA in the first column. Add any relevant resources (see A.24 on the ESF) if not included in the list.

Use a separate sheet to briefly clarify how each resource could be adversely impacted, any direct, indirect, and cumulative impacts that may occur, and any additional data that still needs to be determined. Also explain any planned mitigation already addressed in previous environmental reviews.

Part B: This is a list of mandatory impact criteria that preclude the use of categorical exclusions. If you answer "yes" or "maybe" for any of the mandatory criteria, you must develop an EA or EIS regardless of your answers in Part A. Explain all "yes" and "maybe" answers on a separate sheet.

A. ENVIRONMENTAL RESOURCES Indicate potential for adverse impacts. Use a separate sheet to clarify responses per instructions for Part A on page 9.	Not Applicable-Resource does not exist	No/Negligible Impacts-Exists but no or negligible impacts	Minor Impacts	Impacts Exceed Minor E/A/EIS required	More Data Needed to Determine Degree of Impact E/A/EIS required
1. Geological resources: soils, bedrock, slopes, streambeds, landforms, etc.		X			
2. Air quality		X			
3. Sound (noise impacts)		X			
4. Water quality/quantity		X			
5. Stream flow characteristics		X			
6. Marine/estuarine	X				
7. Floodplains/wetlands	X				
8. Land use/ownership patterns; property values; community livability		X			
9. Circulation, transportation		X			
10. Plant/animal/fish species of special concern and habitat; state/federal listed or proposed for listing	X				
11. Unique ecosystems, such as biosphere reserves, World Heritage sites, old growth forests, etc.	X				
12. Unique or important wildlife/ wildlife habitat	X				
13. Unique or important fish/habitat	X				
14. Introduce or promote invasive species (plant or animal)		X			
15. Recreation resources, land, parks, open space, conservation areas, rec. trails, facilities, services, opportunities, public access, etc. <i>Most conversions exceed minor impacts. See Step 3.B</i>		X			
16. Accessibility for populations with disabilities		X			
17. Overall aesthetics, special characteristics/features		X			
18. Historical/cultural resources, including landscapes, ethnographic, archeological, structures, etc. Attach SHPO/THPO determination.		X			
19. Socioeconomics, including employment, occupation, income changes, tax base, infrastructure		X			
20. Minority and low-income populations		X			
21. Energy resources (geothermal, fossil fuels, etc.)	X				
22. Other agency or tribal land use plans or policies	X				
23. Land/structures with history of contamination/hazardous materials even if remediated	X				
24. Other important environmental resources to address.	X				

B. MANDATORY CRITERIA If your LWCF proposal is approved, would it...	Yes	No	To be determined
1. Have significant impacts on public health or safety?		x	
2. Have significant impacts on such natural resources and unique geographic characteristics as historic or cultural resources; park, recreation, or refuge lands, wilderness areas; wild or scenic rivers; national natural landmarks; sole or principal drinking water aquifers; prime farmlands; wetlands (E.O. 11990); floodplains (E.O. 11988); and other ecologically significant or critical areas.		x	
3. Have highly controversial environmental effects or involve unresolved conflicts concerning alternative uses of available resources [NEPA section 102(2)(E)]?		x	
4. Have highly uncertain and potentially significant environmental effects or involve unique or unknown environmental risks?		x	
5. Establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects?		x	
6. Have a direct relationship to other actions with individually insignificant, but cumulatively significant, environmental effects?		x	
7. Have significant impacts on properties listed or eligible for listing on the National Register of Historic Places, as determined by either the bureau or office. (Attach SHPO/THPO Comments)		x	
8. Have significant impacts on species listed or proposed to be listed on the List of Endangered or Threatened Species, or have significant impacts on designated Critical Habitat for these species.		x	
9. Violate a federal law, or a state, local, or tribal law or requirement imposed for the protection of the environment?		x	
10. Have a disproportionately high and adverse effect on low income or minority populations (Executive Order 12898)?		x	
11. Limit access to and ceremonial use of Indian sacred sites on federal lands by Indian religious practitioners or significantly adversely affect the physical integrity of such sacred sites (Executive Order 13007)?		x	
12. Contribute to the introduction, continued existence, or spread of noxious weeds or non-native invasive species known to occur in the area, or actions that may promote the introduction, growth, or expansion of the range of such species (Federal Noxious Weed Control Act and Executive Order 13112)?		x	

Environmental Reviewers

The following individual(s) provided input in the completion of the environmental screening form.

List all reviewers including name, title, agency, field of expertise. Keep all environmental review records and data on this proposal in state compliance file for any future program review and/or audit. The ESF may be completed as part of a LWCF pre-award site inspection if conducted in time to contribute to the environmental review process for the proposal.

1. Mike Snyder, Planning and Development Superintendent, City of Columbia Parks, Landscape Arch.
2. Brett O'Brein, Natural Resources Supervisor, City of Columbia Parks, Horticulture

The following individuals conducted a site inspection to verify field conditions.

List name of inspector(s), title, agency, and date(s) of inspection.

1. Mike Snyder, Planning and Development Superintendent, City of Columbia Parks, 3-1-13, 4-10-13
2. Brett O'Brein, Natural Resources Supervisor, City of Columbia Parks, Horticulture, 4-12-13
- 3.

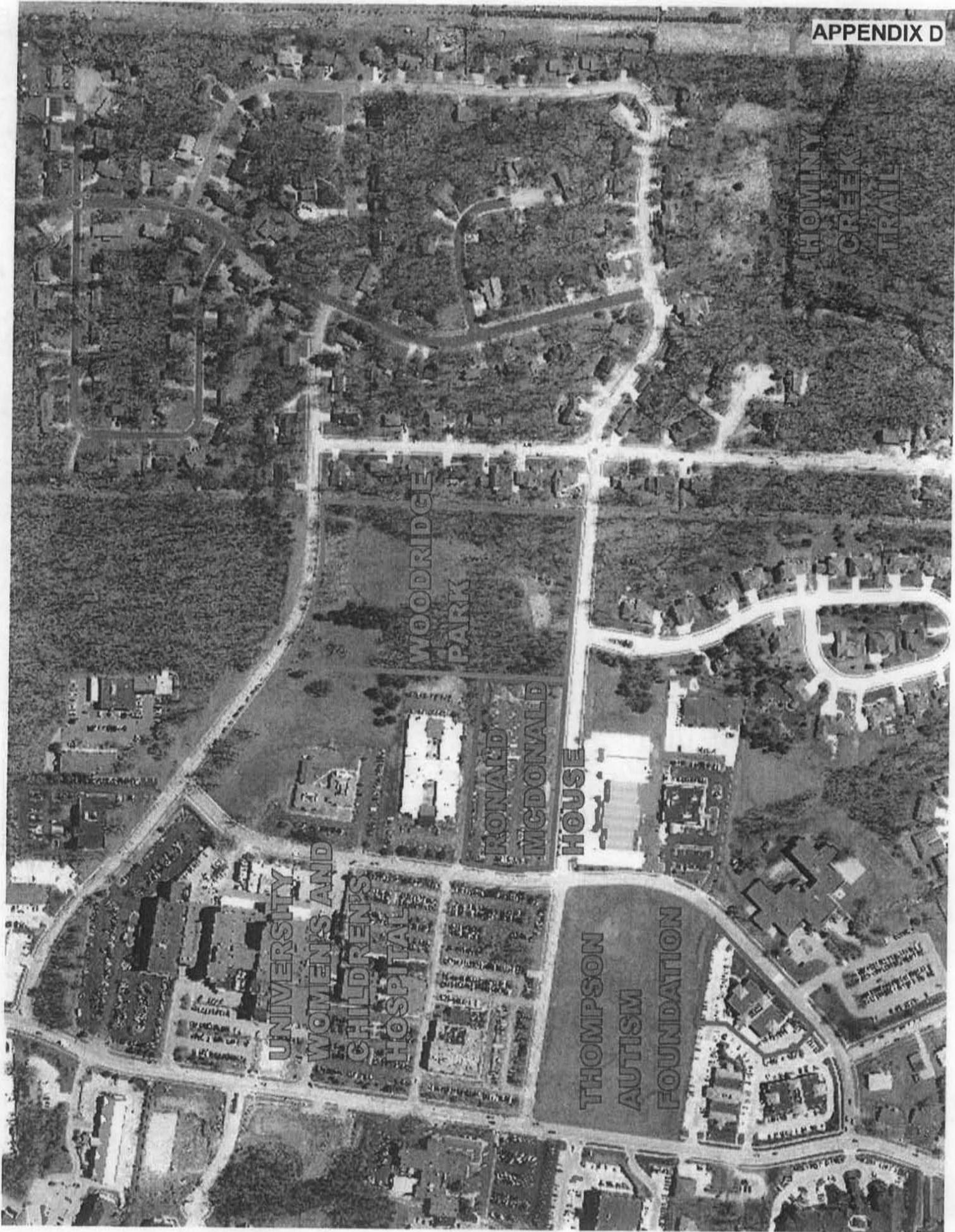
LWCF sub-recipient applicant sign here:



Date 4-19-13

Appendix C
SUB-RECIPIENT INFORMATIONAL FORM Federal
Funding Accountability and Transparency Act 2006

Sub-recipient Name: <u>City of Columbia, MO</u>																			
Address: <u>1507 Business Loop 70 West</u>																			
City: <u>Columbia</u>	State: <u>MO</u>																		
Zip + 4: <u>65202-1353</u>	Congressional District: <u>MO 4th</u>																		
DUNS #: <u>071989024</u>	CCR Expiration Date: <u>7-30-2013</u>																		
Name of Parent Entity: <u>City of Columbia, MO</u>																			
Parent Entity DUNS #: <u>83-224-5377</u>																			
Primary Location of Performance:																			
Address: <u>3532 BERRYWOOD DRIVE</u>																			
City: <u>COLUMBIA</u>	State: <u>MO</u>																		
Zip + 4: <u>65201</u>	Congressional District: <u>MO 4th</u>																		
Sub-recipients annual gross revenues exceed 80% or more in Federal funding	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																		
Sub-recipients annual gross revenues equal or exceed \$25,000,000	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																		
Public does not have access to information about the compensation of the senior executive through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a) or section 6104 of the Internal Revenue Code of 1986	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																		
<p>If the answer to all the above was "Yes", provide the five most highly compensated officers' names and compensation for the calendar year in which this sub-agreement is being made. Compensation is defined as the cash and noncash dollar value earned by the executive during the sub-recipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):</p> <p>(1) salary and bonus</p> <p>(2) awards of stock, stock options, and stock appreciation rights (use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with FAS 123R)</p> <p>(3) earnings for services under non-equity incentive plans (this does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees)</p> <p>(4) change in pension value (this is the change in present value of defined benefit and actuarial pension plans)</p> <p>(5) above-market earnings on deferred compensation which are not tax-qualified</p> <p>(6) other compensation (examples: severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property if the aggregate value for the executive exceeds \$10,000)</p>																			
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 35%;">Officer's Names</th> <th style="width: 35%;">Officer's Compensation</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">Sub-recipient Highly Compensated Officers</td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>		Officer's Names	Officer's Compensation	Sub-recipient Highly Compensated Officers														
	Officer's Names	Officer's Compensation																	
Sub-recipient Highly Compensated Officers																			
Comment:																			
Prepared by:																			
Name: <u>MIKE SPYDER</u>																			
Title: <u>SUPERINTENDENT OF PLANNING AND DEVELOPMENT</u>																			
Email: <u>mts@go.columbia.mo.com</u>																			
Signature: 	Date: <u>4-16-13</u>																		



LEISURE TIMES

Your Guide to Columbia's
Recreational Opportunities

MARCH - AUGUST 2013

**Registration begins
March 6, 2013**

Online Registration: March 5

Residential Customer
ECRWSS

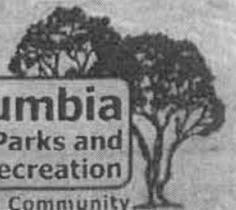
PRRST STD
U.S. Postage
PAID
Columbia, MO
Permit No. 353

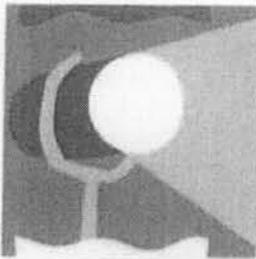


Columbia
Parks and
Recreation

Creating Community

www.GoColumbiaMo.com





SPOTLIGHT ON TRAILS

LOOK WHAT'S NEW! *Scott's Branch Trail*



Trail users can now enjoy the newly completed 0.4 mile section of the Scott's Branch Trail from Rollins Road to the intersection of Bray Avenue and Weaver Road. The trail begins at Bonnie View Nature Sanctuary located at 3300 Rollins Road. There is a trail connector through Fairview Park to Fairview Elementary School to provide a safe and enjoyable route to school for students. Surrounding residents can also access the trail from Plymouth Road, Westport Drive, and Bray Avenue/Weaver Road.

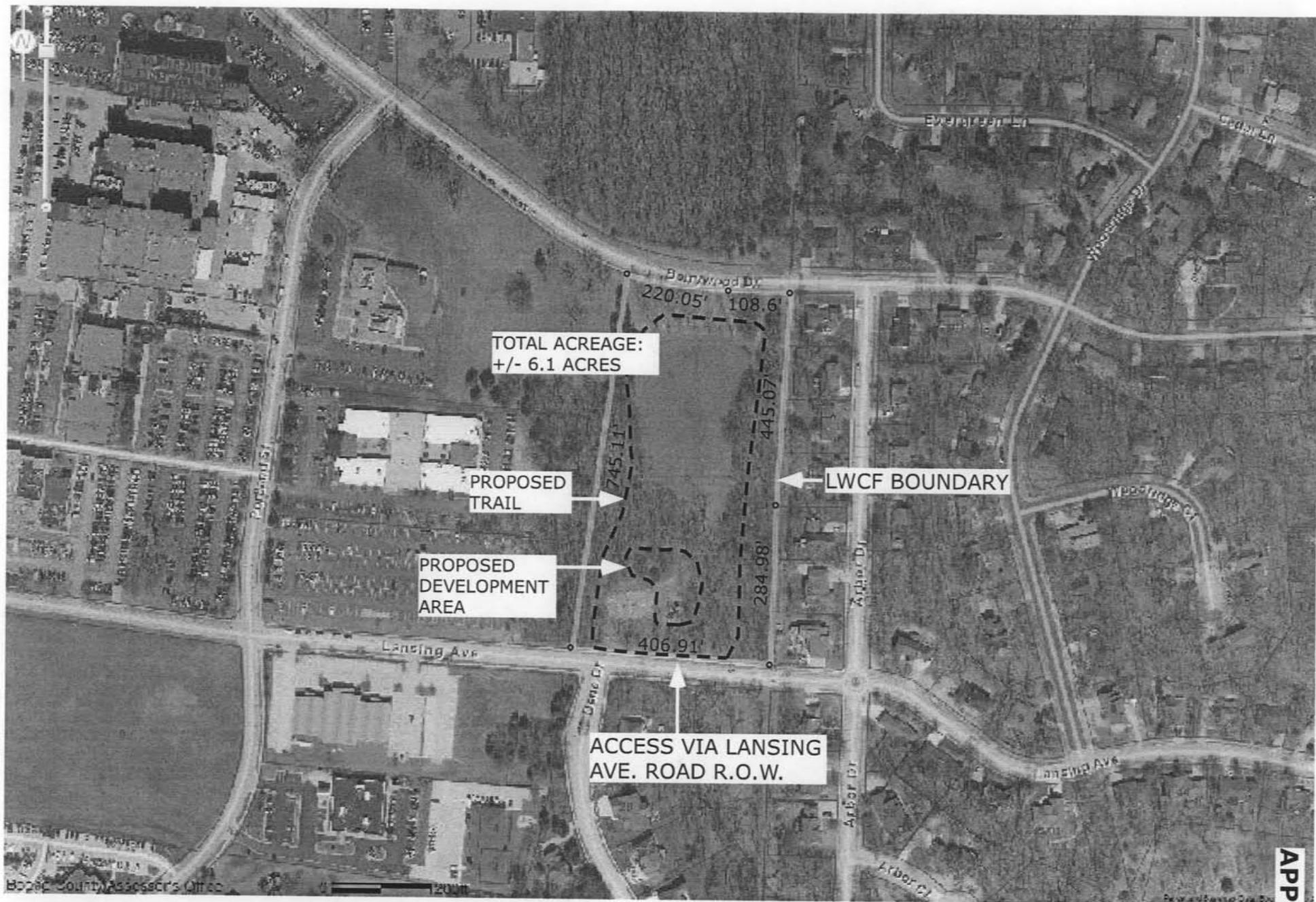
Coming Soon! Trail users will soon enjoy a lovely wooded view from the boardwalk as they approach Dublin Park from the north, then cross over Scott's Branch Creek in the park via a new pedestrian bridge. The planned 1.3 mile Scott's Branch Trail will extend to Scott Blvd. north of Chapel Hill Road. Trail enthusiasts will then be able to travel west to the Chapel Hill Pedway via the existing Scott Blvd. underpass or utilize the Scott Blvd. Pedway to travel all the way to the MKT Trail! Scott's Branch Trail is part of the overall trail network designed to connect thousands of residents to the trail system. This project was funded by the Park Sales Tax.

Get walking. Get biking. Get more out of life.

Stop by the Parks and Recreation Office, One S. 7th St., and meet Janet Godon, GetAbout Columbia Outreach Coordinator. (573) 441-5495 or JLGODON@gocolumbiamo.com

Like us on Facebook for information on trails, programs, and contest giveaways.



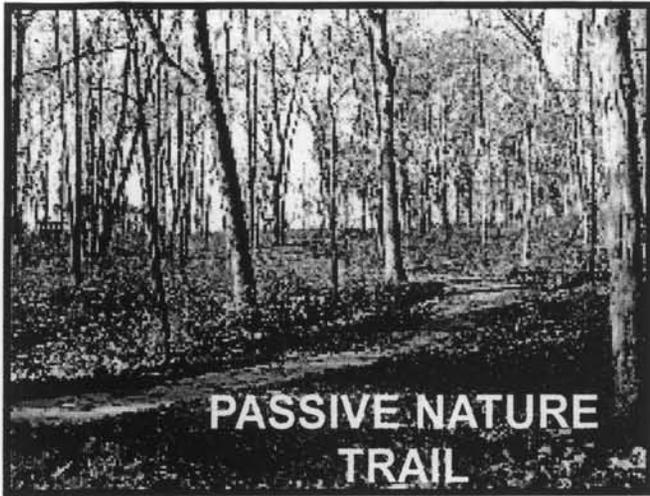


**SECTION 6 (f) (3) BOUNDARY MAP
LWCF BOUNDARY MAP FOR WOODRIDGE PARK
COLUMBIA, MO PARKS AND RECREATION 4-15-13**



PARCEL ID #: 17-104-00-00-005.00 01
SIGNED: _____
DATE: _____

LONGITUDE: 38° 57' 21.7" LATITUDE: 92° 17' 4.5"



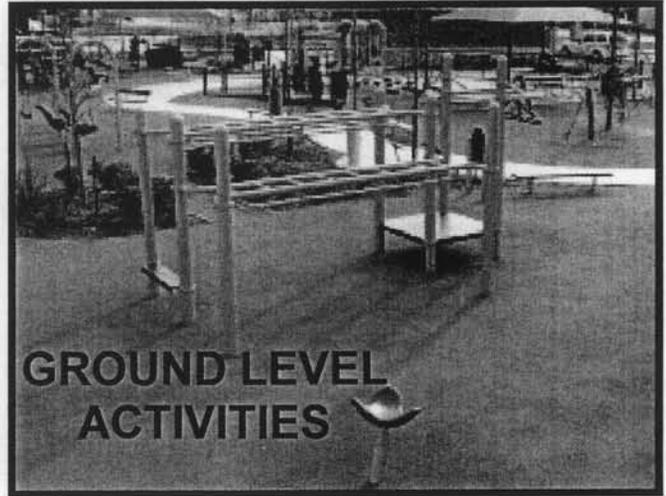
PASSIVE NATURE TRAIL



ACCESSIBLE RAMPS TO ALL EQUIPMENT



COUNCIL RING



GROUND LEVEL ACTIVITIES



SINGLE TABLE PICNIC SHELTER



ACCESSIBLE SWINGS

**WOODRIDGE PARK
CHARACTER PHOTOS
6-2-2014
COLUMBIA, MO PARKS AND RECREATION**



MUSIC THERAPY

City of Columbia

701 East Broadway, Columbia, Missouri 65201

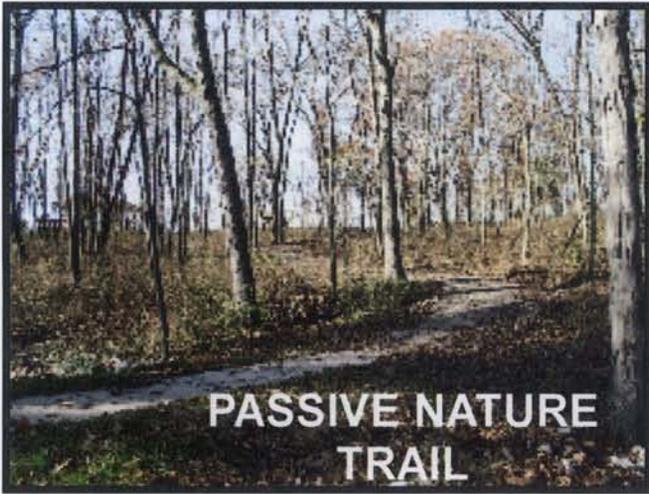


SUPPORTING DOCUMENTS INCLUDED WITH
THIS AGENDA ITEM ARE AS FOLLOWS:

Plats & Plans



WOODRIDGE PARK IMPROVEMENT PLAN 6-2-2014
COLUMBIA, MO PARKS AND RECREATION



**WOODRIDGE PARK
CHARACTER PHOTOS
6-2-2014
COLUMBIA, MO PARKS AND RECREATION**

