

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF FEBRUARY 8, 2022**

TO: MAYOR AND CITY COUNCIL

FROM: KENNA WEST, CITY MANAGER

SUBJECT: RESOLUTION 21-22-013 AUTHORIZING THE CITY MANAGER TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT

ISSUE

Shall City Council adopt Resolution No. 21-22-013 Authorizing the City Manager to apply for a Local Government Grant from the Oregon Parks and Recreation Department?

RECOMMENDATION:

Adopt Resolution No. 21-22-013 Authorizing the City Manager to apply for a Local Government Grant from the Oregon Parks and Recreation Department.

SUMMARY AND BACKGROUND

The Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program. The large grant maximum award is \$750,000. The City's project described below has a total project cost of over \$600,000 but the grant request is just under \$420,000, so well within the large grant maximum award parameters.

The City Council previously approved a public/private project with David Hampton and the City of Willamina to design a pump track for construction at the City's currently underutilized Oaken Hills Park. The design costs were paid 100% by David Hampton.

In addition to paying the design costs, Mr. Hampton has also generously promised significant sums on his behalf and on behalf of Hampton Forest Products for the construction of the pump track. With these funds as "match", the City has the ability to apply for a significant grant through the Oregon Parks and Recreation Department Local Government Grant Program for a full development of this park. As has been discussed in previous grant scenarios, city management strongly recommends that the City "leverage" any donated or match funding to create opportunities for full development and/or better utilization of assets. This is an extraordinary opportunity to turn the "pump track" donated dollars into a full development of this underutilized park! In addition to the significant funds donated by the Hampton family, the City will utilize approximately \$10,000 of its park funds for this project. These "in lieu of parks fees" were paid to the City from developers and they must, by Ordinance, be used for park development and can be used for no other purpose. This is an excellent use of those funds.

If the grant is awarded, the Oaken Hills Pump Track project will include the following:

- Full restroom facility (similar to the one at Hampton Park);
- An asphalt advanced pump track with jumps, etc.
- A sand/dirt beginner track with smaller jumps, etc.
- A paved walkway from the parking lot to the pump track and from the parking lot to the restroom;
- Solar lighting throughout the park;

- A 3-sided shelter with shatterproof glass or plexi-glass back which will include a bench made from recycled materials;
- 8 benches to be placed throughout the park, all made from recycled materials; and
- At least two bike racks made from recycled materials and created/built by "Girls Build" (a Hampton funded program) or the Willamina CTEC program.

This is a very ambitious project, but one that is well supported by the data gathered by the West Valley Visioning project (a separate, independent, non-government project funded by the Ford Family Foundation). Through that visioning it was found that our community wants more youth activities, more parks, and more family-friendly activities. This project falls directly within those wishes expressed by the community! In addition, in the City's adopted Parks Master Plan¹, there was a recommendation that Oaken Hills Park be used as a "BMX park". A pump track is a new "version" of a "BMX park" and so this, too, fits within the plans made by our community many years ago.

Adoption of Resolution 21-22-013 authorizes the City Manager to move forward with and complete all documents necessary for the grant application for the project outlined above.

FACTS AND FINDINGS

1. The Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program.
2. City management would like to "leverage" funds donated for a pump track at Oaken Hills to complete the full development of Oaken Hills Park.
3. The bulk of the "match" funds will come from private donors with approximately \$10,000 coming from the City's Parks Fund. The City received "in lieu of parks fees" from developers that must, by Ordinance, be used for park development and can be used for no other purpose. This is an excellent use of those funds.
4. Adoption of Resolution 21-22-013 authorizes the City Manager to move forward with and complete all documents necessary for the grant application for the project outlined above.
5. If adopted, Resolution 21-22-013 will be submitted with the grant application to the Oregon Parks and Recreation Department, Local Government Grant Program.

Proposed Motion: *I move to adopt Resolution No. 21-22-013 authorizing the City Manager to apply for and sign all documents relating to a Local Government Grant from the Oregon Parks and Recreation Department.*

Kenna L. West

Kenna L. West, City Manager

Attachment A: Resolution No. 21-22-013

¹ The City's Parks Master Plan is quite old, having been adopted in the 1990s. However, it is the only adopted plan the City has for the Parks at this time.

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 21-22-013

A Resolution authorizing the City Manager to apply for a Local Government Grant from the Oregon Parks and Recreation Department for the development of Oaken Hills Park.

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Programs; and

WHEREAS, The City of Willamina desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements, and enhancements; and

WHEREAS, The City of Willamina City Council has identified improvements at Oaken Hills Park as a high priority need in the City of Willamina; and

WHEREAS, The City of Willamina City Council previously authorized the City Manager to coordinate with David Hampton and Hampton Forest Products in the design of a pump track at Oaken Hills Park; and

WHEREAS, David Hampton donated the funds to fully pay for the design of the pump track and has confirmed the donation of significant funds from both Hampton Forest Products and David Hampton to fund a portion of the construction of the pump track at Oaken Hills Park; and

WHEREAS, the proposed project at Oaken Hills Parks includes the following improvements:

- Construction of asphalt pump track
- Construction of sand/dirt pump track
- Paving of parking area
- Installation of walkway from parking area to pump track and from parking area to restrooms
- Installation of full restroom facilities (similar to those at Hampton Park)
- Installation of solar lighting
- Construction of 3-sided shelter
- Installation of 9 benches made from recycled material
- Installation of bike racks made from recycled materials by the "Girls Build" program funded by Hampton Lumber, or by the Willamina School District CTEC program

- Purchase and installation of pump track equipment/jumps/ etc.; and

WHEREAS, the City of Willamina has available local matching funds to fulfill its share of the obligation through the funds donated by David Hampton, Hampton Forest Products, the City's Parks Fund, and donated labor and equipment by local business owners related to this grant application should the grant funds be awarded; and

WHEREAS, The City of Willamina will provide adequate funding for on-going maintenance and operations of these improvements should the grant funds be awarded; and

WHEREAS, The City of Willamina City Council grants the City Manager the authority to execute any necessary documents relating to this grant application or the project as described above.

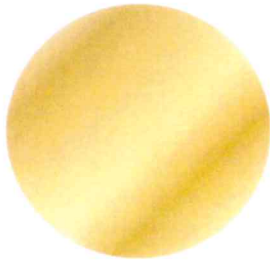
NOW THEREFORE, BE IT RESOLVED BY THE CITY OF WILLAMINA CITY COUNCIL AS FOLLOWS:

1. The City Council demonstrates its support for the submittal of a grant application to the Oregon Park and Recreation Department for development of Oaken Hills Park
2. The City Manager shall have the authority to execute any necessary documents relating to this grant application or the project as described herein on behalf of the City of Willamina
3. This Resolution shall be effective following its adoption by the City Council.

PASSED and **ADOPTED** this 8th February, 2022, by the following votes:

Councilor Baller: aye Councilor Johnson aye Councilor Skyberg: aye

Councilor Wilson aye Councilor Wooden: aye



Robert Burr
Robert Burr, Mayor

ATTEST:

Bridget Meneley
Bridget Meneley, Deputy City Recorder