

City of Carson City  
Agenda Report

Mem# 4-3B

**Date Submitted:** September 23, 2008

**Agenda Date Requested:** October 2, 2009  
**Time Requested:** Consent

**To:** Mayor and Supervisors

**From:** Parks and Recreation Department

**Subject Title:** Action to approve the State of Nevada, Department of Conservation and Natural Resources, Division of State Parks (Grantor), Recreational Trails Program Project Agreement to provide \$100,000 in grant funds for improvements at the Fulstone Wetlands.

**Staff Summary:** Over the past nine months, City staff has been working on identifying alternate (non-City) funding sources to complete improvements to the Fulstone Wetlands. With that in mind, City staff has applied for and been awarded grant funding from the State of Nevada, Department of Conservation and Natural Resources, Division of State Parks to be used towards the trail improvements and site amenities at the Fulstone Wetlands. Board of Supervisors approval of the Project Agreement will allow City staff to proceed with finalizing the construction documents and bid this project in the summer of 2009.

**Type of Action Requested:** (check one)

- Resolution                       Ordinance  
 Formal Action/Motion               Other (Specify)

**Does This Action Require A Business Impact Statement:**       Yes     No

**Recommended Board Action:** I move to approve the State of Nevada, Department of Conservation and Natural Resources, Division of State Parks (Grantor), Recreational Trails Program Project Agreement to provide \$100,000 in grant funds for improvements at the Fulstone Wetlands.

**Explanation for Recommended Board Action:** On October 19, 2006, the Board of Supervisors authorized a contract with Wood Rodgers, Inc., for rehabilitation of the existing wetlands located along Northridge Drive on the west side of the Carson City Freeway and along Lompa Lane on the east side of the Carson City Freeway. This rehabilitation project included improvements to the hydrologic flow and the design of trails and various signage concepts. In addition, on October 4, 2007, and March 6, 2008, the Board of Supervisors approved contract amendments to the original contract. These amendments were necessary due to the additional scope of work requested by staff, including the landscape and concrete multi-use path components along Northridge Drive.

The Fulstone Wetlands, located on Northridge Drive and across the street from the new Boys and Girls Club property, has been identified as Phase I of the Wetlands Rehabilitation Project. A number of enhancements are planned at this site including trail improvements, concrete multi-use path construction, revegetation, landscaping, site amenities, and interpretive signage. These grant funds from the Division of State Parks, Recreational Trails Program, will be used towards these trail and site amenity improvements.

**Applicable Statute, Code, Policy, Rule or Regulation:** N/A

**Fiscal Impact:** N/A

**Explanation of Impact:** N/A

**Funding Source:** N/A

**Alternatives:**

1. Not approve the Recreational Trails Program Project Agreement Contract.
2. Request City staff to make changes to the Recreational Trails Program Project Agreement Contract

**Supporting Material:**

1. State of Nevada, Department of Conservation and Natural Resources, Division of State Parks, Recreational Trails Program Project Agreement Contract
2. Project area map

**Prepared By:** Ann Bollinger Date: 9/23/08  
Ann Bollinger, Open Space Coordinator

**Reviewed By:** Roger Moellendorf Date: 9/23/08  
Roger Moellendorf, Parks & Recreation Director

Larry Werner Date: 9/23/08  
Larry Werner, City Manager

Melanie Boukett Date: 9/23/08  
District Attorney's Office

Michelle Aronowitz Date: 9/23/08  
Finance Department

**Board Action Taken:**

Motion: \_\_\_\_\_ 1: \_\_\_\_\_ Aye/Nay  
2: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

**STATE OF NEVADA**  
**Division of State Parks**  
**Recreational Trails Program Project Agreement**

Project Sponsor: Carson City	Project Number: 2008-20																
Project Name: Fulstone Wetlands Project																	
Period Covered by Agreement:  From: July 1, 2008  To: December 31, 2010																	
Scope of Work: Development of approximately 1200' of unpaved trail, 600' paved trail, buck and rail fence, interpretive signage, revegetation and trail amenities within the Fulstone Wetlands project.  Standards applied to this project:																	
Total Project Cost: \$210,252	<table style="width: 100%; border: none;"> <tr> <td style="padding: 5px;">Federal Grant Share: \$100,000</td> <td style="text-align: right; padding: 5px;"><u>48</u> %</td> </tr> <tr> <td style="padding: 5px;">Matching Share: \$110,252</td> <td style="text-align: right; padding: 5px;"><u>52</u> %</td> </tr> </table>	Federal Grant Share: \$100,000	<u>48</u> %	Matching Share: \$110,252	<u>52</u> %												
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The following attachments are hereby incorporated into this agreement:  <div style="margin-left: 40px;"> <input checked="" type="checkbox"/> General Provisions  <input checked="" type="checkbox"/> Project Proposal  <input checked="" type="checkbox"/> Approved Budget         </div>																	
The project sponsor agrees to submit quarterly progress reports and quarterly requests for reimbursement. Reports must be submitted to the Nevada Division of State Parks on the forms provided by the Division on the dates listed below, in accordance with Nevada's FY2002 Recreational Trails Program Manual. Quarterly progress reports must be in narrative format and contain detailed information about work accomplished during the previous quarter, as it pertains to the scope of work in this Project Agreement.  Quarters and due dates: <table style="width: 100%; border: none;"> <tr> <td style="padding: 5px;">1<sup>st</sup> quarter</td> <td style="padding: 5px;">January 1 through March 31</td> <td style="padding: 5px;">Report due:</td> <td style="padding: 5px;">April 10</td> </tr> <tr> <td style="padding: 5px;">2<sup>nd</sup> quarter</td> <td style="padding: 5px;">April 1 through June 30</td> <td style="padding: 5px;">Report due:</td> <td style="padding: 5px;">July 10</td> </tr> <tr> <td style="padding: 5px;">3<sup>rd</sup> quarter</td> <td style="padding: 5px;">July 1 through September 30</td> <td style="padding: 5px;">Report due:</td> <td style="padding: 5px;">October 10</td> </tr> <tr> <td style="padding: 5px;">4<sup>th</sup> quarter</td> <td style="padding: 5px;">October 1 through December 30</td> <td style="padding: 5px;">Report due:</td> <td style="padding: 5px;">January 10</td> </tr> </table>		1 <sup>st</sup> quarter	January 1 through March 31	Report due:	April 10	2 <sup>nd</sup> quarter	April 1 through June 30	Report due:	July 10	3 <sup>rd</sup> quarter	July 1 through September 30	Report due:	October 10	4 <sup>th</sup> quarter	October 1 through December 30	Report due:	January 10
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Requests for reimbursement must be accompanied by copies of receipts, copies of cancelled checks or																	

payment vouchers. 25% of the total grant amount will be retained by the Nevada Division of State Parks until a representative from the Recreational Trails Program has completed the final inspection and has verified the scope of work is complete and the project meets the applicable standards and specifications, as noted above.

The State of Nevada hereby promises, in consideration of the promises made by the Project Sponsor herein, to take the necessary steps and action and to attempt to enter into an agreement with the Federal Highway Administration to obtain Federal Money for that portion of the project referred to as Federal Assistance, to accept such funds from the United States and to tender to the Project Sponsor that portion of the obligation which is required as the Federal Grant.

The Project Sponsor hereby promises, in consideration of the promises made by the State of Nevada herein, to execute the project described above in accordance with the terms of this agreement and as described in the Nevada Recreational Trails Program Grants Manual.

In witness whereof, the parties hereto have executed this agreement as of the date below:

STATE OF NEVADA

PROJECT SPONSOR

By:

By:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Jenifer Scanland

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
State Trails Coordinator

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of Board/Commission/Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Reimbursement checks should be made payable to:

Name of Agency/Individual:

Address:

City, State, Zip:

Tax Identification #:

WOOD RODGERS  
 REGISTERED PROFESSIONAL ENGINEER  
 STATE OF NEVADA  
 No. 10000  
 BARRY A. WINTNER  
 No. 10000

IMPROVEMENT PLANS FOR  
**CARSON CITY WETLANDS**  
 SOUTH LOOP, NORTHRIDGE DRIVE-PHASE 1  
 CARSON CITY, NEVADA

WOOD RODGERS  
 1000 W. LAS VEGAS BLVD. SUITE 1000 LAS VEGAS, NV 89102-3000  
 CHECKED BY: [Signature]  
 DRAWN BY: [Signature]  
 SCALE: 1" = 40'  
 DATE: JUNE 15, 2007

NO.	DESCRIPTION	DATE

