

**PARKS AND RECREATION COMMISSION  
STAFF REPORT**

**MEETING DATE:** October 4, 2016

**AGENDA ITEM NUMBER:** 3D

**APPLICANT:** Dell Martin, Disc Golf Course Complex project advocate  
Paul Hanson, Disc Golf Course Complex project advocate  
Vern L. Krahn, Senior Park Planner

**REQUEST:** **For Possible Action:** To recommend to the Board of Supervisors to apply for a Land & Water Conservation Fund grant for the proposed Disc Golf Course Complex project and to authorize the Chairperson to sign a letter of support for the grant application.

**GENERAL DISCUSSION:** On Wednesday, September 28, 2016 the Disc Golf Complex project will be presented to the Carson City Planning Commission for consideration of a special use permit. If approved, City staff will begin to design the project's parking lot construction documents required for a construction permit and cost estimates for the grant application. (Exhibits A). In addition, State Historic Preservation Office (SHPO) and Washoe Tribe have reviewed the proposed concept based on its location and have no concerns related their perspective, so the project is "cleared" to move forward.

This item, if approved, will authorize an application for a Land and Water Conservation Funds (L&WCF). This is a federal grant program administered locally through Nevada State Parks with a focus on safeguarding natural areas, water resources, cultural heritage and providing recreation opportunities for all Americans. While the budget will be tight, it is anticipated that the grant will fund construction of the project's gravel parking lot, site amenities, baskets, tee boxes, and course signage for both the short course and north tournament course. Between the Q18 (Quality of Life) – Parks Capital funds and multiple private donations there is approximately \$10,187 available for the project. As a result, the grant application will rely heavily on in-kind labor match from volunteer time from the Eagle Valley Disc Golf Association and City staff time (Exhibit B), including additional cash or material donations from local businesses to match project construction costs. L&WCF grants require a 1:1 match for every dollar requested.

Letters of support included in the grant application will increase the score for the project and make it more competitive. Should the Commission authorize the Chairperson to sign a support letter for this project, it will be included with the grant application.

**RECOMMENDED ACTION:** I move to recommend to the Board of Supervisors to apply for a Land & Water Conservation Fund grant for the proposed Disc Golf Course Complex Project and to authorize the Chairperson to sign a letter of support for the grant application.







## EXHIBIT B

<b>Disc Golf Prelim. Construction Cost</b>				
Description	Quantity	Unit	Unit Cost	Total
Mob/Demob	1	LS	\$4,792.00	\$4,792.00
Clear/Grub	0.5	AC	\$10,000.00	\$5,000.00
Excavation	600	CY	\$7.00	\$4,200.00
Embankment	450	CY	\$7.00	\$3,150.00
Type II Base	18000	SF	\$1.50	\$27,000.00
ADA Parking Pad	2	EA	\$750.00	\$1,500.00
Split Rail Fence	580	LF	\$20.00	\$11,600.00
Wheel Stops	425	LF	\$6.00	\$2,550.00
Culvert w/ FES	40	LF	\$60.00	\$2,400.00
AC Driveway Apron	1	LS	\$2,500.00	\$2,500.00
Baskets (material only)	29	LS	\$344.83	\$10,000.00
Tee Boxes & Mats (material only)	27	LS	\$29.63	\$800.00
Framing Timbers (material only)	27	LS	\$80.00	\$2,160.00
Signs (material only)	27	LS	\$129.63	\$3,500.00
Parking Lot Design	1	LS	\$5,000.00	\$5,000.00
			<b>Total</b>	<b>\$86,152.00</b>

The Eagle Valley Disc Golf Association is committed to seeking both cash and material donations to reduce the cost of the project. Currently the "In-Kind Match" needed is \$11,558.00, based on in-kind labor or cash match.

<b>Disc Golf Available Funds / In Kind Match</b>				
Description	Quantity	Unit	Unit Cost	Total
<b>Pre-Planning Labor (Back two years)</b>				
Eagle Valley Disc Golf Association Volunteer In-Kind Match	800	HR	\$ 22.00	\$ 17,600.00
City Staff Time (Sr. Park Planner)	1	LS	\$ 11,532.00	\$ 11,532.00
City Staff Time (Natural Resource Specialist)	1	LS	\$ 1,075.00	\$ 1,075.00
Great Basin Consulting (Cultural Clearances)	1	LS	\$ 2,500.00	\$ 2,500.00
<b>Construction Labor (Estimate)</b>				
Eagle Valley Disc Golf Association Volunteer In-Kind Match	1100	HR	\$ 22.00	\$ 24,200.00
City Staff Time (Sr. Park Planner)	1	LS	\$ 6,000.00	\$ 6,000.00
City Staff Time (Natural Resource Specialist)	1	LS	\$ 1,500.00	\$ 1,500.00
			<b>Total</b>	<b>\$ 64,407.00</b>

<b>Disc Golf Available Funds / Cash on Hand</b>				
Description	Quantity	Unit	Unit Cost	Total
Cash on hand (City funds and private donations)				\$ 10,187.00
<b>Total Available Funds</b>				<b>\$ 74,594.00</b>

City staff and the Eagle Valley Disc Golf Association will be working with Nevada State Parks regarding the necessary documentation to support the in-kind labor or materials match for the grant.