#### City of Carson City Agenda Report

Hem#4-42

Date Submitted: August 28, 2007  Agenda Date Requested: Sept 6, 2007  Time Requested: Consent	
To: Mayor and Supervisors	
From: Parks and Recreation Department	
Subject Title: Action to adopt Resolution No, a resolution approving an Interlocation Agreement Contract with the State of Nevada, Department of Conservation and Natural Resources, Division of State Parks to provide \$40,000 in grant funds to be used towards the pur of one new prefabricated bridge to cross the Mexican Ditch.	
Staff Summary: City staff has applied for and been awarded grant funding from the State of Nevada, Division of Parks to be used towards the purchase of one new prefabricated bridge to cross the Mexican Dillinking two existing sections of trail. Board of Supervisors approval of the Project Agreement vallow City staff to proceed with the project and implement a portion of the Unified Pathways Mentals.	tch, vill
Type of Action Requested: (check one)  (X) Resolution	
Does This Action Require A Business Impact Statement: () Yes (X) No	
Recommended Board Action: I move to adopt Resolution No, a resolution approve Interlocal Project Agreement Contract with the State of Nevada, Department of Conservation a Natural Resources, Division of State Parks to provide \$40,000 in grant funds to be used toward purchase of one new prefabricated bridge to cross the Mexican Ditch.	nd
<b>Explanation for Recommended Board Action:</b> On April 6, 2006, the Board of Supervisors approved the Unified Pathways Master Plan which identified goals such as 1) Create a continuous transportation system that provides non-automobile mobility and access to important destination 2) Provide a continuous system of recreational pathways, and 3) Provide a continuous transport system which emphasizes east/west and north/south connectivity. The plan's objectives included completing the "missing links" to ensure a continuous network of pathways that are free of gap barriers. In addition, on September 21, 2006, the Board approved revisions to the priority list for Ouestion 1 State of Nevada Conservation and Resource Protection Grant Program Projects who	ons, tation es and or

Applicable Statute, Code, Policy, Rule or Regulation: N.R.S. 277.180

project, staff has moved forward on implementation.

**Fiscal Impact:** S40,000 from the Open Space Program funds, as awarded by the Board of Supervisors on March 2, 2007.

identified the Mexican Ditch Multi-Use Trail from Hidden Meadows to Silver Saddle Ranch as a project. On March 2, 2007 the Board of Supervisors approved the allocation of up to \$40,000 from Open Space Program funds to be used as a partial match on grant applications for the planning and construction of two bridges over the Mexican Ditch. With the Board's conceptual approval of this

**Explanation of Impact:** Approval of this project agreement provides Carson City with funds to be used towards the purchase of one new prefabricated bridge. This grant requires a 20% match, for which \$40,000 from Open Space Program funds have already been approved by the Board of Supervisors. Staff anticipates match funding through another non-City grant application.

	of anticipates match funding through another non-City		
Funding Source	e: N/A		
Alternatives: 1. Not to appro 2. Request City Contract	ve the Recreational Trails Program Project Agreemen staff to make changes to the Recreational Trails Prog	t Contrac gram Proj	t. ect Agreement
Recreational 2. Minutes from 3. Agenda report 4. Staff report (Exhibit D)	terial: ada, Department of Conservation and Natural Resource Trails Program Project Agreement Contract and Attain the September 21, 2006, Board of Supervisors meet out from the September 21, 2006, Board of Supervisors with priority list from the September 21, 2006, Board map (Exhibit E)	chment A ing (Exhi s meeting	A. (Exhibit A) bit B) (Exhibit C)
Prepared By:	Ann Bollinger, Open Space Assistant	_ Date:	8 12 21 07
Reviewed By:	Roger Moellendorf, Parks & Recreation Director	<del></del>	E128,07
	Linda Ritter, City Manager	_ Date:	828,07
	Mylania Buck Otto District Attorney's Office	_ Date:	F08818
	Finance Department	_ Date:	812817
Board Action	Taken:		
Motion:	1:		Aye/Nay

(Vote Recorded By)

ALLEN BIAGGI
Director

Department of Conservation and Natural Resources JIM GIBBONS Governor Exhibit A

901 S. Stewart Street, Suite 5005 Carson City, Nevada 89701-5248

> Phone: (775) 684-2770 Fax: (775) 684-2777 stparks@parks.nv.gov http://parks.nv.gov

#### STATE OF NEVADA

DAVID K. MORROW
Administrator

# DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES DIVISION OF STATE PARKS

August 10, 2007

Ann Bollinger, Open Space Assistant Carson City Parks & Recreation 3303 Butti Way Building #9 Carson City, NV 89701

Dear Ms. Bollinger:

Congratulations! Your application for the Mexican Ditch Trail Bridges Project #FY 2007-23, has been approved for funding by the Federal Highway Administration. Before work may begin on this project the following must be completed in the order listed below:

- 1. Please review the enclosed *Project Agreement* form and *Attachment A-Approved Budget*. Please contact me with any changes.
- 2. If everything looks good, please sign, date, and return the *Project Agreement* form.
- 3. After the Park and Recreation Manager signs the *Project Agreement*, I will return a copy of the signed form to you, along with a *Notice to Proceed*, a *Quarterly Progress Report* form and a *Request for Reimbursement* form.

I encourage you to return the original signed *Project Agreement* form as soon as possible. The *Notice to Proceed* can only be issued after both required signatures are on the *Project Agreement* form. Remember, work performed prior to the date of the *Notice to Proceed* is not eligible for reimbursement and the date of the *Notice to Proceed* will be the effective date for the grant. If you have any questions about the forms, the process or the Recreational Trails Program, please call me at (775) 684-2788. I look forward to continue working with you.

Sincerely,

Mung Courfuce

State Trails Coordinator

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

Project Sponsor: Carson City Parks & Recreation Pro

Project Number: FY 2007-23

Project Name: Mexican Ditch Trail Bridges

Period Covered by Agreement:

From: August 15, 2007

To: August 15, 2009

Scope of Work: This project will fund the purchase of one new prefabricated bridge across Mexican Ditch, linking two existing sections of trail.

Standards applied to this project: AASHTO's Guide for the Development of Bicycle Facilities, Manual on Uniform Traffic Control Devices

Total Project Cost: \$193,189

Federal Grant Share: \$ 40,000 21%

See: Attachment A -Budget

Matching Share: \$ 153,189 <u>79</u>%

The following attachments are hereby incorporated into this agreement:

□ General Provisions

☑ Project Proposal

Approved Budget
 ■

The project sponsor agrees to submit quarterly progress reports and 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 FY 2007 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:

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>nd</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

Requests for reimbursement must be accompanied by copies of invoices, 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	s as noted above.	
to take the ne Administration accept such f	ecessary steps and action and to at on to obtain Federal Money for the	eration of the promises made by the Project Sponsor I tempt to enter into an agreement with the Federal Hi at portion of the project referred to as Federal Assistate tender to the Project Sponsor that portion of the obli
to execute th	Sponsor hereby promises, in considue project described above in accordecreational Trails Program Grants	leration of the promises made by the State of Nevada rdance with the terms of this agreement and as described Manual.
In witness w	hereof, the parties hereto have exec	cuted this agreement as of the date below:
	STATE OF NEVADA	PROJECT SPONSOR
By:		By:
	Signature	Signature of Representative
	Jenny Scanland Typed Name	Typed Name
P	arks & Rec Program Manager	
	Title	Name of Board/Commission/Ager
	Date	Date
Reimburs	ement checks should be made p	ayable to:
Name of	Agency/Individual:	
	and the first of the control of the first of	
Address:		

#### **Attachment A - Approved Budget**

Applicant: Carson City Parks and Recreation Department

Project Name: Mexican Ditch Trail Bridges Project

	Item Description	Grant	+	Match =	Total
A.	Design and Engineering Costs (In kind) Topographic survey	\$		26,370	\$ 26,370 \$
	Geolechnical/soils Bridge approach and abutment design Permitting				\$
В.	Direct labor costs (In kind)				\$
<b>L</b> .,	Salaries or actual costs	Tourist of the second of the s			Š
	Ann Bollinger, Vern L. Krahn, Carson City Parks			\$ 2,400	\$ 2,400
	and Recreation and Open Space (In kind)		·	•	
	Volunteer or donated labor				\$ .
	Anne Macquarie, Muscle Powered: Project management* (In kind)				\$
	20 hrs skilled labor x \$22/ hr =			\$ 440	\$ 440
C.	Special Service Purchase Contract: none				\$ 10 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2
D.	Purchase or rental of equipment none				\$
E.	Construction Contract see attached engineer's estimate	\$ 40,000	**	\$ 116,170	\$ 156,170 \$ -
F.	Purchase of Materials see attached engineer's estimate				\$ \$
G.	Consultant Construction Project Management Fee (5%)			\$ 7,809	\$ 7,809
TO	TAL	\$ 40,000		\$ 153,189	\$ 193,189

<sup>\*\*</sup> Recreational Trails funding, if received, will be used to purchase a prefabricated bridge.

<sup>\*\*</sup> Additional funding for the project is being sought from State of Nevada Question 1 and Carson City Open Space (Question 18).

<sup>\*\*\*</sup> Engineers estimates \$163,979 + in kind \$29,210 = Total \$193,189.

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available. A request for \$400,000 will be made for rehabilitation. Mayor Teixeira described City Manager Linda Ritter's efforts to obtain the Federal funding for this project. He complimented her on it. He also felt that it made sense to plan before implementing the project. Supervisor Staub moved to authorize the Open Space Manager to sign a contract with Resource Concepts, Inc., for \$183,700 to complete Tasks 1 and 2 of the Natural Resource Conservation Service Waterfall Fire Rehabilitation Assessment Project, funded through the Natural Resource Conservation Service grant; fiscal impact for Task 1 is \$92,000, Task 2 is \$75,000, and a ten percent contingency of \$16,700. Supervisor Livermore seconded the motion. Motion carried 5-0.

ACTION ON THE JOINT RECOMMENDATION FROM THE CARSON RIVER ADVISORY COMMITTEE, OPEN SPACE ADVISORY COMMITTEE, PARKS AND RECRE-ATION COMMISSION, AND ADVISORY BOARD TO MANAGE WILDLIFE TO REVISE THE CITY'S CURRENTLY ADOPTED PRIORITIZED LIST FOR QUESTION 1 STATE OF NEVADA CONSERVATION AND RESOURCE PROTECTION GRANT PROGRAM PROJECTS, AS PRESENTED (10:04:24) - Parks Planner Vern Krahn, City Manager Linda Ritter, Public Works Director Andrew Burnham, Parks and Recreation Director Roger Moellendorf - Completion of the master plan and half of the original Question 1 priorities created a need to develop and prioritize a new list of projects. The suggested list includes Open Space acquisitions, trail projects, and other projects. Discussion indicated that staff did not need to review each of the 17 projects as the staff report provided the same information. The revenue stream will determine which ones can and will be pursued. The Committees and Commissions felt that staff would not pursue funding options unless the items are on the list. The funding opportunities must be located by November 2008. The projects on the east side of the City will be included in the City's Lands Bill. The projects on the west side have the ability to be accomplished on their own. Clarification indicated that the V&T Multi-Use Trail in Combs Canyon is not part of the Lands Bill, however, the Silver Saddle Ranch is. Discussion explained that the September 21st memorandum is the revised project list. Project number six is the lower Ash Canyon land. It entails obtaining a conservation easement if an agreement can be reached with the Joosts, their family trust, or the Masonic Lodge. If an agreement cannot be reached with any of these parties, the project will be dropped. Clarification indicated that the acquisition of the Masonic Lodge will require its purchase while the Joost property may entail a conservation easement. Project No. 14 had been dropped although it is included in the listing due to the need to "cover all the bases". The Combs Canyon V&T Multi-Use Trail is not the V&T Railroad project. Project No. 4 is the Carson River Canyon Trail. It will be located either above or below the V&T Railroad line. It is a single track rural trail and nonvehicular path. The linear trail extension was left on the list in case funding does not materialize as Mr. Burnham has indicated is possible. An item must be on the list or it cannot use Question 1 funds. The linear trail extension is considered critical to the community. The amount of funding is unknown at this time. If it is not adequate, the Question 1 funds could be used to complete the project. Mr. Burnham indicated that an agreement with NDOT regarding Phase 2A of the freeway needs to be approved by RTC and CAMPO. He will be discussing the agreement with NDOT Freeway Project Manager Gallegos on Monday. Discussion indicated the belief that Phase 2A may be put out to bid in November. Concerns were expressed about how the Legislators will see the freeway project when it convenes in January. Mayor Teixeira encouraged Mr. Burnham to get the freeway project moving. Supervisor Staub encouraged him to look at the utility relocation work being done on Fairview. The utilities must be relocated before the freeway reaches Fairview. It is not considered a part of the freeway project as the City is handling it instead of NDOT. Supervisor Livermore explained that there is \$2.5 million available to the City from the Question 1 funds. The City must preform its due diligence or it will not be eligible to use the funds. There is a time limit on the use of the funds. Mr. Krahn indicated that the projects must be identified and funded by 2008 with all the money having been spent

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by 2011. Supervisor Livermore explained that the list of 17 projects is extensive and thorough for that reason. Mr. Krahn then explained the status of the Carson River Canyon Trail. Its concept partners the City with Tourism. It will be considered by the Board on October 17. Mr. Moellendorf advised that there have been a lot of joint meetings between the Parks Department, Lyon County, State Tourism, and the Subconservancy regarding this project. The reorganization of the Lyon County Parks and Recreation Department set the project backwards due to changes in personnel and the need to bring the new individuals up to speed. It was felt that there is \$5 million in funding available for this project. The deadline for the project is the same as that of the other Question 1 projects. Mayor Teixeira urged staff to push the project as it is doable and the funding is there. It will provide the community and the residents with another recreational venue. It has a lot of recreational potentials. Supervisor Williamson explained the Subconservancy's funding role and that there is only \$2.5 million for each of the four Counties who are members of the Subconservancy. She also indicated that there is lots of competition for these funds. Applications must be viewed favorably by the County. In this case both Carson City and Lyon County must support the Carson River Canyon Trail. Mr. Moellendorf indicated that by working with Lyon County, it may be possible to leverage some matching grant funds. Supervisor Livermore explained the need for locations to put into and take out of the River which would be provided by the partnering with Lyon County. He agreed that there is a potential for matching funds for the project. Additional comments were solicited. Mr. Guzman advised that there is no competition between himself and Mr. Krahn. He saluted Mr. Krahn on his ability to get additional funding for the project. Supervisor Livermore moved to approve the joint recommendation from the Carson River Advisory Committee, Open Space Advisory Committee, Parks and Recreation Commission, and Advisory Board to Manage Wildlife to revise the City's currently adopted prioritized list for Question No. 1 State of Nevada Conservation and Resource Protection Grant Program projects, as presented. Supervisor Williamson seconded the motion. Motion carried 5-0.

C. ACTION TO APPROVE IN CONCEPT THE BASIS FOR A CONSERVATION EASE-MENT WITH MR. MICHAEL FAGEN, OWNER OF THE HORSE CREEK RANCH, FOR THE 200-ACRE MEADOW AREA, LOCATED TWO MILES WEST OF THE PAVED TERMINUS OF KINGS CANYON ROAD, APN 7-051-78 (10:27:40) - Steve Walker, Colin Franzen, Michael Fagen, Jeff Schulz, Senior Deputy District Attorney Michael Suglia - Mr. Guzman's introduction included an explanation of a conservation easement. The concept allows the City/community to have an easement over the property forever or, at the very least, for more than 200 years. The easement will be on the meadow only and not the entire property owned by Mr. Fagen. The City/Open Space already owns 300± acres of Horse Creek. Mr. Fagen currently owns 200 acres there. His intent is for his two children to have 20 acres each with the ability to construct one house on each parcel. He also intends to construct a lodge that can be used for conventions/seminars with small groups being allowed to stay overnight.

Mr. Walker limned his background and his role in establishing the value of the conservation easement. The need to ensure that the resource values remain throughout the life of the easement were stressed. The resource values included the meadow, production abilities on the upland area, the ground water recharge system which is important to Carson City, etc. He urged the Board to obtain the easement on the Horse Creek Ranch. Computerized slides were shown highlighting his Baseline Condition Report. (A copy of his report, including photographs and maps of the area, is in the file.) A topographical map was used to illustrate various locations during his explanation of the resources on the property. Clarification indicated that there are 40 acres in the meadow lands and that the remainder is considered uplands. Annual/periodic maintenance requirements were included within the report. The water rights on the property were adjudicated in the 1870s

#### City of Carson City Agenda Report

## **Exhibit C**

Date Submitted: September 12, 2006

Agenda Date Requested: September 21, 2006

Time Requested: 20 Minutes

To: Mayor and Supervisors

From: Parks and Recreation Department

Subject Title: Action on the joint recommendation from the Carson River Advisory Committee, Open Space Advisory Committee, Parks and Recreation Commission, and Advisory Board to Manage Wildlife to revise the City's currently adopted prioritized list for Question #1 State of Nevada Conservation and Resource Protection Grant Program projects, as presented.

Staff Summary: Over the past three months, the Parks and Recreation Department has been working with the City's Question #1 Sub-Committee and the above-referenced advisory boards and commissions to update Carson City's Question #1 Opportunities Map and Project List. If approved by the Board of Supervisors, this revised Question #1 Project List will guide City staff in seeking future Question #1 funding for project construction, property acquisitions, and resource restoration projects, including the required City matching funds for these projects.

Type of Action Requested: (check one)	
(_) Resolution (_) Ordi	inance
(X) Formal Action/Motion (_) Other	er (Specify)
Does This Action Require A Business Impact State	ment: () Yes (_X) No

Recommended Board Action: I move to approve the joint recommendation from the Carson River Advisory Committee, Open Space Advisory Committee, Parks and Recreation Commission, and Advisory Board to Manage Wildlife to revise the City's currently adopted prioritized list for Question #1 State of Nevada Conservation and Resource Protection Grant Program projects, as presented.

Explanation for Recommended Board Action: Over the last three years, the Parks and Recreation Department has used the Question #1 Opportunities Map and project list to prioritize the City's applications for these grant funds. However, the Question #1 State Grant Program's life cycle is approximately half over. All Question #1 funds must be committed to projects by November 5, 2008. Some projects may continue to see reimbursement as late as 2011. All bond funds sold to support this program are to be expended within three years of issuance.

There is a need, as a result of the following factors, to update the Q-1 Opportunities Map and Project List:

- Question #1 State Grant Program's life cycle is approximately half over, and the City must assess our needs to maximize this funding source;
- Completion of the Comprehensive Master Plan, the Parks and Recreation Master Plan, and the Unified
  Pathways Master Plan requires the City to ascertain how relevant the present project priorities are in
  relation to the implementation strategies in these master plans;
- 3. Carson City has been very successful with Question 1 in previous grant application rounds; however, the City's capacity to successfully implement these grants must be reassessed; and
- 4. Some potential funding sources and partnerships expected in the original list of projects did not materialize, therefore, some projects must be re-evaluated and their feasibility assessed.

The Parks and Recreation Commission, the Open Space Advisory Committee, and the Carson River Advisory Committee have all recommended to the Board of Supervisors the revised priority list. The Advisory Board to Manage Wildlife will be taking action on a similar recommendation to the Board of Supervisors at their

Applicable Stat	tute, Code, Policy, Rule or Regulation: N/A
Fiscal Impact:	
Explanation of	# 프로그램 : 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1
Funding Source period opens for	e: The funding sources are project specific. Over the next year, when the grant application r Rounds 5, 6, and 7 of Question #1 funds, staff will prepare the grant applications and locate th atching funds, for final individual project and funding source approval.
	<ol> <li>Reject the revised priority list recommendation from the four citizen advisory boards.</li> <li>Request City staff to modify the revised priority list recommendation from the four citizen advisory boards.</li> </ol>
<ol> <li>Parks and R</li> <li>Carson City</li> <li>Carson City</li> </ol>	aterial: estion #1 project list estion #1 project list ecreation Commission Staff Report, dated March 21, 2006 's Question 1 Sub-Committee Staff Report, dated June 26, 2006 's Question 1 Sub-Committee Meeting Minutes, dated June 26, 2006 oard to Manage Wildlife Staff Report, dated September 18, 2006
Prepared By:	Juan F. Guzman, Open Space Manager  Date: 9,12,86  Date: 9,12,04
Reviewed By:	Vern L. Krahn, Park Planner  Date: 9,12,06
	Roger Moellendorf, Parks & Recreation Director  Mutton, acting  Linda Ritter, City Manager  Date: 9/12/06
	Date: 9/12/06  District Attorney's Office  Wilh Promolent  Date: 9/12/06
	Finance Department
Board Action	Taken:
Motion:	t: - It is the Aye/Nay

## Exhibit D

#### CARSON CITY BOARD OF SUPERVISORS REVISED QUESTION #1 PROJECT LIST STAFF REPORT

MEETING DATE:

September 21, 2006

APPLICANT:

Roger A. Moellendorf, Parks and Recreation Director

Vern L. Krahn, Park Planner

Juan F. Guzman, Open Space Manager

REQUEST:

Action on the joint recommendation from the Carson River Advisory Committee, Open Space Advisory Committee, Parks and Recreation Commission, and Advisory Board to Manage Wildlife to revise the City's currently adopted prioritized list for Question #1 State of Nevada Conservation and Resource

Protection Grant Program projects, as presented.

#### GENERAL DISCUSSION:

The Carson City Question #1 Sub-Committee, the four advisory board and commissions, and the Parks and Recreation Department recommend the following project priorities based on urgency and available funding opportunities. These projects are listed in order of priority and categorized into three groups: open space acquisitions, trail projects, and other projects.

#### **Open Space Acquisitions**

#### Trails Projects

Project #7 - Carson River Land Acquisition,
OHV access, and Trailhead Development to the
Pinenut Mountains
New Project - Potter Property
Project #12 - Acquisition of lands between Ash
Canyon and Kings Canyon
Project #8 - Combs Canyon Area Land
Acquisition
Project #6 - Lower Ash Canyon Land

Acquisition

Project #10 - Upper Ash Canyon Land

Acquisition

Project #13 - C-Hill Land Acquisition

New Project - Linear Park Trail extension and connection\*

New Project - V&T Trail to CTRMC and trails/basins at CTRMC

Project #2 - Modified / Multi-Use Trail from Riverview Park to Empire Ranch Trail

New Project - Carson River Canyon Trail (north side)

Project #14 - Modified / Mexican Ditch Multiuse Trail from Hidden Meadows to Silver Saddle Ranch

New Project - Draft Aquatic Trail Plan's recreation improvements

Project #4 - Lake Tahoe Bike Path

<sup>\*</sup> In discussions with Andy Burnham, Public Works Director, he now believes the Nevada Department of Transportation has found sufficient funding for this trail project.

#### Other Projects

New Project - Urban Fishing Pond Amenity Improvements - Phase 2 at the Cason City Fairgrounds (NDOW Funding)

Project #11 - Carson City Fairground/Fuji Park: Clear Creek Habitat Improvement Project

Project #2 - Modified / Carson River Streambank Stabilization Project

New Project — Habitat Conservation Plan for Carson City properties along the Carson River Corridor (Park, Trails, and Open Space facilities)

City staff believes all the above-recommended projects have value for recreation, resource protection, and habitat improvement. However, it is unrealistic for the Board of Supervisors to assume that the City will have the necessary staff resources to acquire the required land/easements for plan implementation, including applying for Question 1 grants and locating the necessary funding for all these projects within the next two years. As a result, if the Board of Supervisors approve the above recommended project list, City staff will focus their time and resources on the top priority projects listed above or as project urgency and available funding opportunities present themselves.

