

## Keri Hinton

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**From:** Laura Tschabold  
**Sent:** Friday, June 02, 2017 4:05 PM  
**To:** Stan Primozych; Mary Starrett; Rick Olson  
**Cc:** Ken Huffer; Brett Henry; Christian Boenisch; Carrie Martin; Jayne Mercer; Laura Tschabold; Keri Hinton; Crystal Cox  
**Subject:** Request to Apply for a TGM Grant for a Master Plan

Dear Commissioners:

The Oregon Transportation and Growth Management Program (TGM) grant application is due on Friday, June 9, 2017. You may recall the TGM grant from previous conversations regarding the development of a Master Plan for the Yamhelas Westsider Trail (YWT) project. With your approval, we would like to submit an application for \$200,000 to fund the YWT Master Plan project, which will result in a comprehensive, multi-year, actionable plan.

The TGM grant stipulates a 12% (\$24,000) match from grantees, which we will fulfill entirely through in-kind staff time. There will be no requirement for an additional cash contribution.

With this in mind, we are asking for your approval of this request to submit this application for funding. Please let us know if you have questions.

Sincerely,  
Carrie, Jayne and Laura

Laura Tschabold, MPA  
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TGM Grant Application

Yamhelas Westsider Trail Master Plan Staff Time Estimate (Rough Estimate Only)

Grant request - \$200,000

\$24,000 in kind match required (12%)

Duration - approximately 3 years – which includes negotiating a scope of work with ODOT and selecting a consultant through ODOT's preferred vendor list, working with vendor through master planning process and grant administration, and any other activities as prescribed by scope of work that is developed after the grant award.

1. Parks Manager (650 to 800 hours/3 yrs.) \$30,000 (10,000/yr.) up to \$39,000 (13,000/yr.)
  - a. Consultant coordination, site visits, public meeting coordination, general outreach
  - b. Work in cooperation with the Friends of the Yamhelas Westsider Trail Group
  
2. Grants Manager Assistance (144 hours/3 yrs.) \$6,500 (\$2,166/yr.)
  - a. Grant reporting, etc.
  - b. Coordination w/ ODOT related to grant and other matters
  
3. County Counsel/County Administrator (36 hours/3 yrs.) \$3,661 (1,220/yr.)
  - a. Minimal document review
  - b. Staff and project review, oversight and consultation and needed

Estimated total In-kind match available: \$40,161

Accepted by Yamhill County  
Board of Commissioners on  
6-8-17 by Board Order  
# 17-200