

CITY OF COOS BAY CITY COUNCIL
Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
July 5, 2017	

TO: Mayor Benetti and City Councilors
FROM: Jim Hossley, Director of Public Works *JH*
THROUGH: Rodger Craddock, City Manager
ISSUE: Oregon State Marine Board Maintenance Assistance Program Grant Agreement

SUMMARY:

Oregon State Marine Board offers maintenance assistance grants through their Maintenance Assistance Program (MAP) the federal Clean Vessel Act (CVA). Agencies who have boating facilities can apply for these annual grants. In the past, the City has applied for and received maintenance assistance funding for Eastside Boat Ramp, Empire Boat Ramp, and City Docks. Annually, OSMB requires the applicant (City) to renew the grant IGA. The City received \$13,300 to assist with maintenance task associated with the above facilities. This year the City is eligible to receive \$14,500 in state and federal maintenance assistance program funds. MAP funds can be used for routine ordinary maintenance such as cleaning launch ramps, maintaining floats, parking areas, restrooms, garbage service, grounds beatification, utilities, and minor repairs to eligible facilities.

ACTION REQUESTED:

If it pleases City Council, authorize the City Manager to sign the MAP agreement with Oregon State Marine Board (OSMB).

BACKGROUND:

Boating Facility Grants are available to waterway managers of public boating access sites around the state to acquire, improve, and maintain boating facilities that serve recreational boaters. Typical boating improvements include launch ramps, boarding floats, parking lots, restrooms, transient moorage, and other items needed by boaters. The purpose of the MAP program is to assist organizations with the daily, routine maintenance and care of boating facilities. The CVA funds are used towards maintaining the pumpout/dump station at the Citydocks.

BUDGET IMPLICATIONS:

The City will receive \$13,300 state MAP funds and \$1,200 Clean Vessel Act funds for fiscal year ending June 30, 2017. The City's match is \$8,866.67 for the MAP grant and \$400.00 for the CVA grant funds. The City's match will be met using in-kind services.

**CITY OF COOS BAY
ALLOCATION CERTIFICATION AGREEMENT
MAINTENANCE ASSISTANCE PROGRAM (MAP) 2017-18**

This Maintenance Assistance Program (MAP) Allocation Certification Agreement is entered into by and between the State of Oregon, acting by and through the Oregon State Marine Board, hereinafter called "OSMB" and City of Coos Bay, hereinafter called the "Recipient." In accordance with OAR 250-14-004, the parties agree to the following:

- I. The Recipient certifies that:
 - A. A budget has been adopted that includes the MAP allocation amount of **\$13,300.00** state funds and **\$1,200.00** federal Clean Vessel Act (CVA) funds for the fiscal year period of July 1, 2017 to June 30, 2018; and
 - B. The attached Site Inventory lists facilities and site elements maintained by the Recipient; and
 - C. MAP and CVA funds will be spent only to maintain improved marine facilities identified in the Site Inventory in accordance with MAP procedures and policies; and
 - D. During the season of use identified on the Site Inventory the facilities will be open and maintained for public use; and
 - E. That the amount of any user fee, identified on the Site Inventory, that is presently charged or will be charged during the fiscal year, includes the highest of any entrance, day use, launch ramp, parking, transient moorage, or other fees paid, excluding annual passes or donations, and no fee will be charged for any vessel waste disposal system or floating restroom; and
 - F. OSMB will have access to all eligible boating facilities and maintenance expenditure and performance records upon request and the Recipient will cooperate during any audit; and
 - G. MAP funds will not exceed sixty-percent of the overall maintenance cost of eligible boating facilities; and
 - H. A minimum of **\$8,866.67** matching resources and **\$400.00** vessel waste and floating restroom matching resources will be provided. Matching funds do not include any cash or in-kind activities expended on campgrounds, marinas, fuel stations, trails, picnic shelters, swim areas, or other large day-use components. The percentage of shared use has been documented for areas such as restrooms and parking that serve eligible marine facilities and other park uses.
 - I. MAP funds are principally targeted for labor, supplies, or contract services that will be expended at the eligible marine facilities. Expenditures for program administration, supervision, or other general service assessments will be limited to a maximum of fifteen-percent.
 - J. MAP funds will not be expended for capital construction projects or used as match to other grants.
 - K. The Recipient agrees that the MAP Program is designed to supplement funds expended at eligible marine facilities and the intent is to assist in improving the quality of maintenance at the facilities identified on the Site Inventory.
 - L. The Recipient shall immediately notify OSMB of any changes in operation or maintenance practices, fees, season of use, or public access. The Recipient agrees to reimburse OSMB any

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Site Inventory

Maintenance Assistance Program 2017-2018

Recipient: City of Coos Bay

Site Name: City Docks Pump/Dump		Use Fee: \$0.00		Fee Reduction: 0%		
Funding Source: CVA						
Feature	Size / Quantity	Points Possible	Seasons of Use*	Months of Use	Seasonal Point Value	Fee Adjusted
Pumpout/Dump Station		12	PSO	12	\$1,200.00	\$1,200.00

CVA Allocation for 1 site element at City Docks Pump/Dump Allocation Subtotal: **\$1,200.00**

Fee Adjustment: **\$0.00**

*Seasons of Use: P=Peak, S=Shoulder, O=Off; Minus (-) denotes partial season

CVA Grant: \$1,200.00

Site Name: Eastside Ramp		Use Fee: \$0.00		Fee Reduction: 0%		
Funding Source: MAP						
Feature	Size / Quantity	Points Possible	Seasons of Use*	Months of Use	Seasonal Point Value	Fee Adjusted
Flush Restroom		12	PSO	12	\$1,200.00	\$1,200.00
Additional Toilet Stall(s)	2	4	PSO	12	\$800.00	\$800.00
Vegetation Maintenance		6	PSO	12	\$600.00	\$600.00
Garbage Can or Dumpster		6	PSO	12	\$600.00	\$600.00
Single Car Parking Stalls	38	0			\$0.00	\$0.00
Boat Trailer Stalls	96	24	PSO	12	\$1,800.00	\$1,800.00
Hard Surface Ramp, 2 Lanes		10	PSO	12	\$1,000.00	\$1,000.00
Boarding Dock, total linear feet	160	5	PSO	12	\$500.00	\$500.00

MAP Allocation for 8 site elements at Eastside Ramp Allocation Subtotal: **\$6,500.00**

Fee Adjustment: **\$0.00**

*Seasons of Use: P=Peak, S=Shoulder, O=Off; Minus (-) denotes partial season

MAP Grant: \$6,500.00

Site Name: Empire Ramp		Use Fee: \$0.00		Fee Reduction: 0%		
Funding Source: MAP						
Feature	Size / Quantity	Points Possible	Seasons of Use*	Months of Use	Seasonal Point Value	Fee Adjusted
Flush Restroom		12	PSO	12	\$1,200.00	\$1,200.00
Additional Toilet Stall(s)	2	4	PSO	12	\$800.00	\$800.00
Vegetation Maintenance		6	PSO	12	\$600.00	\$600.00
Garbage Can or Dumpster		6	PSO	12	\$600.00	\$600.00
Single Car Parking Stalls	15	0			\$0.00	\$0.00
Boat Trailer Stalls	46	18	PSO	12	\$1,800.00	\$1,800.00
Hard Surface Ramp, 1 Lane		6	PSO	12	\$600.00	\$600.00
Boarding Dock, total linear feet	280	9	PSO	12	\$900.00	\$900.00
Polypipe Debris Boom		3			\$300.00	\$300.00

MAP Allocation for 9 site elements at Empire Ramp Allocation Subtotal: **\$6,800.00**

Fee Adjustment: **\$0.00**

*Seasons of Use: P=Peak, S=Shoulder, O=Off; Minus (-) denotes partial season

MAP Grant: \$6,800.00

Total Grant for City of Coos Bay (3 sites) Total Allocation: \$14,500.00

MAP funds deemed an overpayment as a result of such changes.

- M. The Recipient agrees to reimburse OSMB any excess MAP funds not expended within the fiscal year that exceed the ten-percent maximum carry forward amount.
- N. The Recipient agrees to provide at the end of the fiscal year an expenditure report for maintenance and operations outlining labor, supplies, materials, and services for all facilities identified on the Site Inventory and a performance report for any vessel waste collection systems and/or floating restrooms.
- O. The Recipient _____ * have a federally approved indirect rate. If applicable, a copy of the letter from the Federal Agency approving the indirect rate will be provided to OSMB before MAP funds are paid.
- P. The Recipient _____ * receive \$750,000 or more in federal funding from all sources in a fiscal year, requiring submission of a Single Audit report.
 (* Enter 'does' or 'does not' as appropriate.)

II. OSMB certifies that:

- A. It is authorized by ORS 830.150(2)(a) to provide MAP funds for annual maintenance of improved boating facilities and is further authorized under CFR 50 Part 85 to provide federal Clean Vessel Act funds from the U.S. Fish and Wildlife Service for maintenance of vessel waste collection facilities and floating restrooms.
- B. It has sufficient MAP funds available within its current biennial budget and has authorized expenditure of MAP funds to the Recipient for the eligible marine facilities identified on the Site Inventory.

The Recipient, by the signature of its authorized representative below, hereby acknowledges that it has read the agreement, understands it, and agrees to be bound by its terms and conditions.

OSMB: State of Oregon, acting by and through its Oregon State Marine Board

RECIPIENT:
City of Coos Bay

By: _____
(Signature)

By: _____
(Signature)

By: Scott Brewen
(Printed Name)

By: _____
(Printed Name)

Title: Director

Title: _____

Date: _____

Date: _____

DUNS: _____
(D-U-N-S Registration number)

If you do not have a D-U-N-S number, you will need to request it at <http://fedgov.dnb.com/webform>.