

MEMORANDUM

TO: Town Council
FROM: Bill Bruce
DATE: January 31, 2020
RE: PARTF Grant Assistance

The North Carolina Parks and Recreation Trust Fund (PARTF) is a highly competitive grant program offering up to \$500,000 to qualifying local governments on a dollar-for-dollar match. Eligible projects include land acquisition as well as building or renovating facilities on a single public park site. Capital improvements planned at the new park property behind Town Hall are eligible for funding under this program.

The application process for PARTF grant funding is comprehensive and includes an environmental review, a site master plan consisting of a site analysis (topography, soils, hydrology, access, etc.), and extensive documentation of other program requirements. In order to better position the Town to be competitive in its application, staff recommends hiring McGill Associates to provide PARTF grant application assistance. Having just completed the Parks and Recreation Master Plan process, McGill Associates is very familiar with the new park property and has a proven track record in helping local government clients secure PARTF grants. McGill's proposal is attached (only Tasks 2 and 3 are up for consideration).

Strategic Plan reference: The Recreation Focus Area includes strategies to address the Town's active and passive recreation needs, including facilities for active organized youth and adult sports, and passive parkland for areas for walking, exercising, play, community gathering, and open space.

Requested action: Approve Task 2 (Prepare Whitaker Park Master Plan) and Task 3 (PARTF Grant Application) per McGill's attached proposal, for a maximum not to exceed \$19,350.