

LEWIS COUNTY ECONOMIC DEVELOPMENT PUBLIC FACILITIES PROJECT PROPOSAL

Date: May 27, 2014

Lewis County # _____

Applicant: Onalaska Alliance, a State of Washington non-profit corporation (UBI Number: 602-905-877), and IRS 501c 3 tax exempt organization (EIN: 26-4577681)

Contact Name: Harry Omroa Bhagwandin, Carlisle Lake Project Manager

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County: Lewis

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Signature & Position of person authorizing submittal: _____

Omroa Bhagwandin,
Carlisle Lake Project Manager

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Project Title: Carlisle Lake Wildlife Park Phase 3 –Restroom Facilities

Project Type: Infrastructure development/tourism development

Total project cost: \$172,294.00

Is your request a funding gap? No

Amount raised to date:

- \$12,000 for *Phase 1 - Acquisition of the Carlisle Lake property*
- \$143,500 for *Phase 2 - Upgrade the Parking Lot and Boat Ramp*
- \$11,900 for Interpretive Trail installation
- \$50,000 for fish passage and wetlands restoration feasibility and design
- \$25,000 Transalta donation

What are you requesting now?

For the 2014 funding cycle, we are requesting \$90,000 from the Lewis County Economic Public Facilities Project fund (09 Fund) This will allow us to complete Phase I of the restroom facilities request and will provide funding for all permits, design plans, utility hook-ups, concrete slab and foundation, construction of 24'x28' restroom. A Phase II request will be submitted in Q1 2015 for approximately \$80,000 to complete the project (interior hardware purchase and installation, security system, and funding for a long term facilities maintenance agreement).

Is this a phased in Project? Yes.

If yes, how many phases and how many years?

The restroom facility is a subset facilities and infrastructure build out of the long term strategy to develop the property as a natural resource education and recreation tourism destination site we are calling *Carlisle Lake Wildlife Park*. This is a multi-phase project that will be implemented over several years to include

the design and installation of a wild salmon fish passage into and out of the lake, wetlands restoration and accompanying expansion of the interpretive trail system, and the development of day use camp grounds, picnic areas, and hiking trails. A certified forest management plan includes the concurrent implementation of forest rehabilitation and wildlife enhancement projects on the upland forest and riparian areas on the project site. These phases will be implemented over the next several years as funding permits. The first phase of the interpretive trail is complete. The fish passage conceptual design and forest rehabilitation projects have been funded for 2014.

Is this a Loan or Grant request? This is a Grant request.

1. Briefly describe your project. When did you start work on it? Who is involved? What is the scope of the project?

The Carlisle Lake Wildlife Park project is designed to stimulate the local economy by providing a recreation and natural resource education based tourism destination attraction building on the cultural history of the mill pond that started the community of Onalaska by the Carlisle family.

Work was begun on the project in 2009 with the purchase of the 72-acre property. The local community led by Onalaska Alliance, a 501c3 non-profit, has formed multiple partnerships with Onalaska School District, other non-profits and volunteer organizations, local business, and government agencies at the county, state, and federal levels.

The project request for 2014 funding is for construction of public restroom facilities. The request includes design, all permitting, utilities hook-up (sewer, water, and power), maintenance contract, and computer video surveillance. Our request for funding includes all costs associated with needed equipment, materials, and labor for design, build, and installation. The maintenance agreement is with the Onalaska School District.

The facility upgrades will allow us to provide needed services for multiple user groups who currently enjoy the site for fishing, hiking, and other recreation. The addition of restrooms will allow our annual Apple Harvest Festival to expand event activities onto the site and make it feasible to utilize the site for other tourism events.

2. How does the project satisfy, in whole or in part, your economic diversification strategy?

The project site is a valuable and unique resource for Onalaska and the surrounding area. This project development is critical to our local economic diversification strategy as we leverage this resource for the development of a natural resource recreational based tourism economy.

3. Is this project a documented county wide priority?

Onalaska Alliance is working with the county to have this site included as a county wide priority in updates to the Lewis County Comprehensive Plan.

4. Summarize efforts taken to date regarding the project in terms of specific steps/studies and dates of action, where appropriate. (Use provided space only.)

Onalaska Alliance has secured estimates for restroom facility construction and utility hook up costs and identified local contractors for the design and construction. We have a drafted an Agreement with Onalaska School District for weekly maintenance of the restroom. We will utilize an experienced project manager to oversee the project bid process and construction.

A. Is this project part of a plan (capital facilities, growth management, business, etc.)?

This project is part of Onalaska Alliance's local economic development and community revitalization plan to develop a tourism-based economy for Onalaska and the surrounding rural area. It is expected that

anticipated use of Carlisle Lake Wildlife Park as a result of the project will increase significantly, including the option of expanding our annual Apple Harvest Festival to include activities on site. It is anticipated that other appropriate tourism activities will become available with the addition of the requested facilities improvements on the project site.

We have recently completed a Forest Stewardship Plan for the 72-acre project site that has been certified by Washington State University Extension Forestry and Washington Department of Natural Resources through the joint agency coached planning workshop series. The Plan addresses long-term forest and recreational development and management of the Carlisle Lake project site. As a result of successful completion of the Plan, Carlisle Lake is now eligible for USDA cost-share funding for future planned forestry management practices through the USDA Natural Resources Conservation Service. We are on the priority funding list for 2014 for several approved forest practices.

B. What engineering reports and feasibility studies have been prepared, and when?

Onalaska Alliance will work with the County for the required building permits to install the rest room facility.

5. Summarize efforts you've taken to date regarding the project in terms of: (Give specific titles and dates of adoption where appropriate, be brief.

Onalaska Alliance has conducted community outreach over the last several years (surveys and public meetings) to generate public input and support of the *Carlisle Lake Wildlife Park* project, including creating working partnerships with non-profit organizations, State, county, and Tribal governments, area businesses, and private individuals.

A. Have you secured funds for this project from local, state or federal programs or foundations? Specify sources, including local match and dollar amounts. If there are conditions attached to any of these secured funding sources, please specify.

Onalaska Alliance can raise funds as needed to supplement gaps in funding to complete the project.

B. Are there other efforts you have made that are unique to this project?

Onalaska Alliance has successfully completed two phases of this project including raising funds for to purchase the project site, paving the parking lot, and installation of an interpretive trail around the lake perimeter. A proposal for design of fish passage is currently on the Priority Project List for Salmon Recovery Funding Board funding during the current grant cycle. We have been recommended for the final phase of funding for a grant proposal to the Rose Foundation for wetlands restoration and fish passage out of the lake for access to 5.8 miles of historic habitat for multiple species of salmon, steelhead, and cutthroat trout. We anticipate 2014 cost-share funding from USDA Environmental Quality Incentives (EQIP) from the local Chehalis NRCS office to begin forest and wildlife enhancements on the project site.

What are the anticipated outcomes of this project in terms of the criteria identified below?

Quantify information where possible. (If a section does not apply, mark it "NA".)

Anticipated outcomes include an increase in tourism revenue to the local community. The proposed improvements will allow opportunities to leverage the project site for our annual festival and addition of other appropriate tourism events.

How many full-time, permanent jobs will this project create or retain?

Retain? Create in 1-3 years? Create in 3-5 years?

We expect to have the Carlisle Lake project site be significantly enhanced as a tourism destination point as a direct outcome of this project. It is expected that increased tourism in the area as a result of successful implementation of this project will help retain in 1-3 years, (and potentially stimulate in 3-5

years), at least some permanent jobs for the 15 current tourism related area business restaurants, bait and fishing, and gas station/convenience stores.

What is the size of the population that will benefit by these infrastructure improvements?

The Onalaska area population is about 2500-3000 based on the Onalaska School District jurisdictional area census data.

How will this project improve local infrastructure capacity?

The project will allow the multiple user groups who visit the site on a daily basis (average of 50 – 100 visits per day) access to needed facilities and anticipate an increase in public use.

How many businesses do you plan on serving with this project?

Currently there are at least 15 area businesses that would benefit from increased tourism based revenue as a direct result of this project.

How many months will the work on this project take to complete?

The entire project can be completed in 3 months or less. It is our intention to complete Phase I by October 2014 so we can showcase it at our 6th annual Onalaska Apple Harvest Festival.

6. Are there other factors significant to this project that we should be aware of, such as emergency declaration, bird in hand industry, volunteer efforts, etc? (Use provided space only.)

Activities on the project site are included in the annual Onalaska Apple Harvest Festival, a one-day community event sponsored by Onalaska Alliance that attracts over 2500 - 3000 visitors. This event is held on the first Saturday in October. Onalaska Alliance is planning on-site events as part of its centennial celebrations this year that will expand the festival to a 3 day event. Our contractor understands that we anticipate completing the project for use during the festival.

7. What quantifiable outcomes are you going to track to measure the success of this project? (Use provided space only.)

The following quantifiable outcomes will be tracked to measure project success:

- Annual number of site visits and community participation as a direct result of tourism destination activities conducted on the project site.
- Increase in revenue generated by tourism related area businesses as a direct result of tourism destination activities conducted on the project site.
- Additional leveraged matching funds and in-kind donations in support of this and future phases of the *Carlisle Lake Wildlife Park* project.
- Increased active participation (new community partnerships, volunteers, etc.) in support of this and future phases of the *Carlisle Lake Wildlife Park* project.

RURAL ECONOMIC DEVELOPMENT
PUBLIC FACILITIES ADVISORY COMMITTEE
BOARD MEETING MINUTES
JUNE 13, 2014 @3:00PM
LEWIS COUNTY COURT HOUSE
BOCC BOARD ROOM

Present: Mark Anders, Port of Chehalis, Bonnie Canady, Mayor of Centralia, Christine Fossett, EDC BOD Chair, Dick Larman, Executive Director EDC, Spencer Nichols, Mayor of Pe Ell, and Bill Schulte, County Commissioner.

Christine Fossett called the meeting to order at 3:00pm. With a brief introduction of the .09 committee present to the new chair.

Approval of Minutes: Review of minutes from 03-14-14 and 03-21-14, Mark Anders made a motion to approve minutes, second by Bonnie Canady. Unanimous approved.

Financials: The print out shows the projections for 2014. The estimate for revenues for .09 fund shows \$940K. With that stated the current estimate of funds for the .09 funds is around \$1.6 million but that does not include the \$1 million that is held in reserve for special projects. Bill Schulte informs the committee those funds are investments that help generate funds for operations. The estimate of \$940K is very conservative projection. Look at project list as there are few projects that might be under budget. Christine ask if these financial need to be approved, but Bill Schulte states that the state audits this account so this in just for the committee know approximately how much money is available for the projects that are being looked at today. If a project has been granted funds but have not used them within 6 months of the approval the funds will go back to the fund. The applicants can then reapply for funds when they are ready to use them. In the past there has been a few who have had that happen. As to how it is determined what is loan vs grant. The guideline that county has adopted states that the first \$300K is a grant, but if the project is over \$300K it will grant and loan split. The first \$300 as a grant then rest as a loan. The terms of loan will set by the county and applicant.

Bill Schulte request to move to new business as of June 2nd 2014 resolution 14-166 was approved by the BOCC. Bill request everyone to go to page 2 of the grant agreement sections G. & H with terms of changes. Dick asks that since there is a public notice that is too published prior to the date of the meeting. Bill states that this is not a hard date as this a guideline. Christine ask if this not hard date then if someone submitted an application the day of the meeting then it would be accepted. Bill states that it would be up to the committee to choose if they accept it or not but if an application is submitted as the Lewis County did that it should be looked at even if it is past the deadline date. All the grants that are submitted on the deadline or after are reviewed by the EDC with recommendation given to the committee.

Bill request that we elect a chair of this committee but per the language of resolution 014-166, grant agreement between Lewis County and Lewis Economic Development Council, Section III, subsection G, which states: "To have the elected official who is elected Chair of the EDC by the voting members of EDC chair the meeting of the Lewis County .09 Advisory Committee." The elected Chair of the EDC Board is Christine Fossett, so per this section she is now the chair of the .09 advisory committee.

Bill Schulte reflects that there may be some confusion and will seek clarification. The remainder of the committee interpreted the language as the EDC Chairman and agrees that it will be fine as it is now with Christine Fossett as Chair of the .09 Advisory Board.

Review of applications

City of Chehalis / Chehalis Centralia Airport; This request is for extending the road and utilities 600 feet on Arkansas Way and to give access to 18 acres. Dick talked with Allyn Roe, about the request that as it submitted they are asking for total as a grant. Allyn was going to rewrite proposal as grant and loan request. EDC received request from city of Chehalis and Allyn Roe to leave request as is .09 guidelines state \$300K as a grant anything above is a loan. The committee agree that this is one project that would benefit the entire county. Three of the board members state that \$300K as grant would be fine and a \$500k loan but not the whole request as a grant. This project has the airport putting in funds but the committee would like to see the city pick up some costs as well. Bonnie Canady makes a motion for \$300k as a grant with the balance of the request as a \$500k loan; seconded by Spencer Nichols. 4 approved motion (Christine, Mark, Spencer and Bonnie). Bill Schulte disapproves the motion and notes that he would rather have a 50 / 50 split between grant and loan.

Dick will contact Allyn Roe with committee's decision for \$300k grant and \$500k balance as a loan with options for terms of the loan.

Onalaska Alliance; This group received funds a few years to pave the parking lot at the Carlisle Lake. Now bathrooms are needed at the site. The funds for this project come from tourist fund which is \$100,000 a year just for tourist only. There are a few issues as to cleaning and maintenance of the facilities. The group talked with school district and have an agreement to use their janitorial services for cleaning of the facilities. Dick talked the group to do this in two phases with utilities this year and building the following year. The group also talked with PUD and County to see if they would be able to supply the services without fees, but was told no by both agencies. The first issues is that the county will need to sponsor Onalaska Alliance for them to receive the funds. This organization is motivated to improve their community. Bill Schulte makes a motion to approve the request with the 2 phase process over 2 years, seconded by Mark Anders. Bill Schulte says that he has already talked with Commissioners Fund and Grose, both agreed that the BOCC will sponsor. Dick will clarify the 2 phases along with the final numbers per year. Unanimous Project approval.

Lewis County; Requests a feasibility study match dollars for a potential rail purchase. Studies are not generally covered under the .09 guidelines. Dick went back through records to see if was any other study has been done. Dick read over the RCW and there is nowhere it states that the funds from .09 can be used for feasibility study. Bill will have the county attorney to look over the RCW. Christine states that being new to the board she is skeptical as to doing feasibility study as there are many feasibilities that never materialize. Mark Anders suggest that the county should ask both Chehalis and Centralia ports if they would put in \$5,000 each. Dick will check with other EDC's statewide to see if they have funded feasibility studies. Mark Anders states that the Chehalis Port and Centralia Port have help back the Flood program. The best option would to see if both ports would be interested in help fund this study. Christine states that this request need sent back to further review.

Good of the order; with the resolution that sets Christine as chair with the all committee members present agree that EDC Chair Christine will continue to be .09 chair for rest of 2014. Adjournment at 4:02pm