



MEMORANDUM

TO: Richard McNabb, Mayor
City Council

FROM: Stevie Cox, City Manager

VIA:

CC: Bob Wilhoit, City Attorney
Crystal Postell, Finance Director

DATE: June 4, 2024

REF: Trinity Parks and Recreation Master Plan Strategic Planning Gap Funding Request

Summary:

In November 2023, the City of Trinity was awarded an \$80,000 Strategic Planning Grant from Randolph County to cover the cost for a Parks and Recreation Master Plan for the construction of a multi-purpose park and recreation complex. This is a request for approval of an additional Strategic Planning Grant to be used as Gap funding for this project.

Background:

In 2001, the City of Trinity acquired a 31.38-acres site that was going to be used for the construction of a new city hall and a park. At this same time, the City had a parks and recreation master plan conducted that gave several options for the development of the parks and a phase construction approach. Furthermore, it included a plan for the development of greenways and trail system.

Recently, the City has approved the ten residential development subdivisions that will create over 1,400 homes over the next five years. Trinity population will grow from 7,100 to almost 10,000 people over this period. There will be an increase in demand for recreational opportunities for families and adults that is located inside the Trinity City Limits.

In 2022, the City Council established as a goal for the construction of a new park that would benefit our residents. This was included in the City Capital Improvement Plan for Fiscal Year 2022 – 2023 and Fiscal Year 2023 – 2024. In 2023, the City Council

approved and adopted the new Vision Trinity Comprehensive Land Use Plan. The Comprehensive Plan stated that “The City is experiencing growth in residential and non-residential development. Trinity residents highlight the need for more recreation space, greenways, and recreational activities for all ages, especially the youth. Residential throughout the public participation in creating this comprehensive plan, wanted more recreation spaces in planned parks”.

The Randolph County Strategic Plan Grant would allow the City of Trinity to move forward with securing a firm to develop a Master Plan for this site. This would include the construction of a new park and the development of greenways and trails. Once the Master Plan has been completed, the City would be able to leverage the results of this study to secure a Parks and Recreation Trust Fund Grant. In addition, we would seek additional funding to complete each phase of this park. The park would allow for the City to have dedicated public space for community events and a festival. Furthermore, it is a goal for this park to serve as a veteran’s park to remember those who have served and given their lives on behalf of our Country.

On November 6, 2023, the Randolph County Commissioners received a presentation from Trinity City Manager and Councilman Robbie Walker about how the City would use this grant. Mr. Walker stated that the funds would be used to cover the cost of the Parks and Recreation Master Plan. Mr. Cox stated that the City would also leverage those funds and the study to secure additional grant funding to construct and develop the park. After some additional discussion, the Randolph County Commissioners approved and awarded the City of Trinity an \$80,000 Strategic Planning Grant. On November 13, 2023, the City Council approved and accepted the Randolph County Strategic Planning Grant for \$80,000 that will be used to cover the cost of the Parks and Recreation Master Plan. Furthermore, the City Council instructed City Staff to move forward with releasing a request for proposals for the Parks and Recreation Master Plan.

In February 2024, City Staff moved forward with preparing and releasing a request for qualifications for the Parks and Recreation Master Plan. This would include a citywide plan, a site-specific plan and preparing grant applications for additional funds to move forward with the development of a new park. In March 2024, the City received formal bids from the following firms: McGill and Associates, Withers Ravenel and the Wooten Company. Interviews were conducted with all three firms. The City moved forward with negotiations with Withers Ravenel to secure a contract for this project. In April 2024, Withers Ravenel submitted a complete quote of \$97,000 for the entire project.

In May 2024, the City Council approved and awarded the contract to Withers Ravenel for this project contingent upon the final approval of the contract by the City Attorney and to appropriate \$17,000 from the general fund to cover the remaining balance in the current fiscal year and for staff to apply for GAP funding from Randolph County Strategic planning Grant. On June 3, 2024, the City Manager made a formal presentation of a Strategic Planning Funding Award Increase in the amount of \$34,000. After some discussion, Randolph County Commissioners awarded the City of Trinity \$17,000 in Gap Funding to cover the remaining cost of the Parks and Recreation

Master Plan and an additional \$8,500 to cover the cost of marketing and miscellaneous costs related to this project.

Recommendation:

Staff recommends that the City Council approved to accept the additional Randolph County Strategic Planning Grant for \$25,500 Strategic Planning Grant that will be used to cover the additional cost of the Parks and Recreation Master Plan and miscellaneous costs related to this project.

Attachments:

Randolph County Strategic Planning Program Implementation Application
Withers Ravenel Contract