

Missoula County Trails Bond Program

Overview

In November of 2014, Missoula County residents voted to approve a County-wide \$42,000,000 Parks & Trails Bond, for the purpose of expanding or improving park and recreational opportunities in Missoula County. A portion of this bond funding—\$3 million—is set aside for the purpose of building or improving county trails to provide additional opportunities for recreation, access to public lands, and connections between communities.

Missoula County has developed the Trails Bond Program as a way to work with community partners to meet the goals of the Parks & Trails Bond. Proposed trail project applications are reviewed by the Missoula County Parks, Trails, and Open Lands Program Staff and Advisory Board, and then recommended for consideration by the Missoula Board of County Commissioners.

The Trails Bond Program encourages applications for all types of trails – commuter, recreational, fitness, equestrian, ski trails, and more. Project sponsors are asked to demonstrate community support through partnerships and secured or pending project funding sources.

Application Process:

Projects may be submitted at any time and are reviewed as received. Applicants are encouraged to meet with Parks and Trails Program Staff (Staff) as early as possible to discuss options, opportunities, and the goals of the program.

The application process will follow the sequential process outlined below. Each step will need to be completed or approved before continuing on to the next step of the application process. Please note that this is simply an outline of the process for requesting Missoula County Trails Bond Program (TBP) funding. More specific requirements may be necessary on any given project.

Step 1 (Optional)	Meet with Staff to discuss project approach and overall process.
Step 2	Deliver completed Level I application in person and review with Staff. Staff reviews Level I application and provides Level II application.
Step 3	Mail/email completed Level II application. Staff reviews Level II application. Application referred to TBP Subcommittee for review.
Step 4	Present project to Parks and Trails Advisory Board; Q & A session with Board on project specifics.
Step 5	Facilitate site visit with Parks and Trails Board and County Commissioners; on-site Q & A session.
Step 6	Parks and Trails Advisory Board evaluates project at monthly meeting and provides recommendation for Board of County Commissioners.
Step 7	Applicant presents project to County Commissioners at public hearing for final action.

Bond Language

Since the early 1970s, the County of Missoula and City of Missoula have developed multiple survey and planning documents relating to parks and recreation in Missoula County, MT. These documents identified a broad range of capital needs. In recent years, the County and City parks and recreation departments, community organizations, and citizens identified the most pressing set of needs to include: planning and developing Fort Missoula Regional Park, upgrading playgrounds in the City to meet safety guidelines, and creating or improving the community trail system in the County. On May 20, 2014 a group of citizens and community organizations asked the Board of County Commissioners to submit to the voters of Missoula County a ballot question regarding whether the County is authorized to issue general obligation bonds (the “Parks and Trails Bonds”) in one or more series in an aggregate principal amount not to exceed \$42,000,000 for the purpose of expanding or improving park and recreational opportunities in Missoula County by providing funds to pay the costs of designing, acquiring, constructing, installing, and equipping improvements for parks, trails, and/or recreation activities on County or City lands, including construction at Fort Missoula Regional Park of multi-use sports fields and other recreational and historical improvements; construction or upgrading city park playgrounds to meet safety guidelines; and building or improving county trails to provide additional opportunities for recreation, access to public lands, and connections between communities; related improvements; and paying costs associated with the sale and issuance of the bonds. The [work] [activities] [expenditures] identified in this document [is] [are] a piece of the single purpose of expanding and improving park and recreational opportunities in Missoula County as contemplated by the ballot question.



Missoula County Trails Bond Program

Project Evaluation Criteria

ACCESS AND CONNECTIVITY

- The project provides the greatest number of compatible recreation purposes and trail uses.
 - Identify all types of trail users that will benefit from the project (i.e. annual trail users, estimated seasonal usage, etc.)
- The project provides links between existing trails, trail systems, greenways, scenic byways or other natural, cultural, historical and recreational areas.
- The project links homes with work places, schools, businesses, senior centers, youth centers, commercial areas, or benefits nearby homes, businesses, etc.
- The project addresses ADA access, use, and benefits of trails for people of all abilities.

PROJECT SUPPORT

- The project has been prioritized in adopted plans or policies (i.e. 2012 Parks and Trails Master Plan, Missoula Active Transportation Plan, Seeley Lake Community Plan, etc.)
- Clear user demand for the project is demonstrated by letters of support from individuals and organizations (trail clubs or associations; chambers of commerce; government agencies; community councils; school districts; senior centers; community service groups)
- High-level of public and volunteer assistance or labor involved in the project including public funds, private funds, in-kind service, donated materials and labor.
- The project creates partnerships between trail users, private interests, and public agencies.
- The project demonstrates significant and diverse financial support through funding award letters and/or proof of any pending grant applications.

OPPORTUNITY

- The property owner(s) officially signed off on the project.
- The project timeline shows initiation through to completion by way of:
 - Detailing current project status
 - Explaining major activities that must still be accomplished
 - Referencing land acquisition requirements, status of detail design, and relevant permits and approvals that have been obtained (landowner agreements, easements, environmental assessments)
- The project has a detailed construction budget summary.



DESIGN

- The project provides cultural or natural resource interpretation, ethics, and/or education.
- The project protects and enhances natural resources.
- The project increases safety as much as possible or applicable.

MAINTENANCE

- The project has demonstrated a commitment to short-term and long-term maintenance with mention to:
 - How maintenance will be accomplished
 - Who will be the responsible party
- The project has a detailed maintenance budget.

Missoula County Trails Bond Program

Level I Application

Please respond to the questions below. Upon completion, arrange a time to deliver and review your application with Parks and Trails Program Staff. Call 406-258-3458 or email CountyParks@co.missoula.mt.us to schedule a meeting time. Staff will meet with each Level I applicant to review the project before inviting them to submit a Level II application.

Applicant Information

- | | |
|-----------------------|------------------|
| 1. Organization Name: | 4. Address: |
| 2. Primary Contact: | 5. Email: |
| 3. Title: | 6. Phone Number: |

Landowner Identification

(If different than applicant) Use additional space if there are multiple landowners.

- | | |
|--|-------------------|
| 7. Landowner Name: | 10. Address: |
| 8. Title: | 11. Email: |
| 9. Landowner's Agent: | 12. Phone Number: |
| 13. Landowner Signature: _____ | |
| (Projects must be authorized by the landowner(s) before receiving Level I approval.) | |

Project Description

- | | | | |
|-------------------------------------|-------------------|-------------|------------------|
| 14. Circle your
Planning Region: | Clinton/Turah | Evato | Frenchtown/Huson |
| | Lolo | Missoula | Ninemile |
| | Potomac/Greenough | Seeley Lake | Swan Valley |

(See map at: www.co.missoula.mt.us/mccaps/ConservationCommunities/MCPlanningRegionProfiles.htm)

15. Project Title: _____
16. Location of Project: _____
(Geocode, Lat./Long., etc.)
17. Explain how your proposal meets one or more of the following 2014 Parks and Trails Bond requirements:
- Describe how your project will provide opportunities for recreation.
 - Describe how your project will provide access to public lands.
 - Describe how your project will provide connections within and/or between communities.
- Please do not use more than three pages to complete the Level I Project Description.*
18. Describe the project's status in obtaining land acquisition, permitting, easements, and environmental assessments as applicable.



Missoula County Trails Bond Program

Level I Application

19. Identify all of the funding sources and the amount of funding for the project. *To maximize outcomes of the bond program, the county encourages project proposals that demonstrate a match of five to one. However, all proposals will be considered.*

Attach: ☐ List of partners and their role in the project ☐ Trail route map
☐ Other relevant materials

End Level I Application

For Missoula County Use Only

Project Title: _____

Attach this to the Level II application, once signed by the Bond Program Administrator.

Minimum Project Standards

1. ☐ **Project meets the requirements of the 2014 Parks and Trails Bond.**

Bond language: Building or improving county trails to provide additional opportunities for recreation, access to public lands, and connections between communities.

2. ☐ **Project demonstrates a match of the requested Trail Bond Project funds.**

This can be through any combination of public or private funding, grants, in-kind contributions, or volunteer labor. Bond funding may be awarded contingent on expected funding that has not yet been formally secured.

3. ☐ **Project is authorized by the landowner(s).**

Step 1 - Level I Application Approval

- Minimum Qualifications Met? ☐ Yes ☐ No
- Comments/Conditions:

Bond Program Administrator Signature: _____ **Date** _____

